



Abingdon-on-Thames Town Council

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ABINGDON-ON-THAMES TOWN COUNCIL

Council Summons & Agenda

Wednesday 28 June 2023

23 June 2023

To All Members of the Council

Dear Councillors,

You are hereby summoned to attend a meeting of the Abingdon-on-Thames Town Council to be held on **Wednesday 28 June 2023 at 7pm** in the **Old Magistrates Court** for the transaction of the business stated below.

If you are unable to attend in person you may observe the meeting via a Teams link, which will be sent to all Members.

At each open agenda item there are links to the relevant documents which open the document from the [Town Council website](#). Should you require a separate pdf version of individual documents please e-mail democratic@abingdon.gov.uk.

Any queries on the agenda should also be directed to democratic@abingdon.gov.uk.

Yours sincerely

Cherie Carruthers

pp. Town Clerk (interim, signed electronically)

Abingdon Town Council - Our Vision

To develop an inclusive community so that Abingdon is the place where everyone wants to live and where the wellbeing of residents is prioritised. In developing this community the town will be one which is environmentally sustainable, vibrant, resilient and safe.

Our key objectives

1. To respond effectively and speedily to the climate emergency.
2. To develop a resilient, sustainable town which will provide a home for residents now and in the future.
3. To manage the Council's assets efficiently and effectively to meet for the needs of the community now and in the future.
4. To work with community partners to support those who are vulnerable and in need and to create opportunities to increase social inclusivity.

AGENDA

1. Prayers

Prayers will be led before the start of the meeting by Rev'd Deacon Selina Nesbit.

2. Public participation

It is council policy that the council sets aside a total of 15 minutes prior to the commencement of business in council meetings for residents of Abingdon-on-Thames or owners/managers of businesses in Abingdon-on-Thames to ask questions of the council or to express views by way of making a statement with regards to agenda items in this meeting. In order to ask questions or make a statement written notice of questions or statements, served by way of letter or e-mail (democratic@abingdon.gov.uk), must be given to the Town Clerk by **5pm on Tuesday 27 June 2023**.

3. Apologies

To receive apologies for absence. Cllr Cheryl Briggs, the Mayor, Cllr Gwyneth Lewis, and Cllr Oliver Forder sent their apologies in advance of the meeting.

4. Declarations of interest

To receive any declarations of interest from Members in relation to any items to be considered at the meeting in accordance with the Code of Conduct.

Abingdon-on-Thames Town Council, Wednesday 28 June 2023
AGENDA

5. **Minutes**

To adopt and sign as a correct record the draft minutes of the meetings held on [15 May 2023](#) and [24 May 2023](#).

6. **Mayor's announcements**

To note the list of the Mayor's Engagements, which can be found [here](#).

7. **Oxfordshire County Council**

To receive a report on the work of the County Council.

8. **Vale of White Horse District Council**

To receive any updates on the work of the District Council.

9. **Community Committee**

To receive and consider the minutes of the meeting held on [23 May 2023](#).

10. **Environment and Amenities Committee**

To receive and consider the minutes of the meeting held on [13 June 2023](#).

Recommendation

E3/23 - The committee **RECOMMENDED** to the town council that standing order 3(f) be amended to state that 'non-members of the council may be co-opted to any standing committee'

11. **Town Infrastructure Committee**

To receive and consider the draft minutes of the meeting held on [8 June 2023](#).

12. **Finance, Governance and Asset Management Committee**

To receive and consider the draft minutes of the meeting held on [14 June 2023](#).

13. **Hybrid Meetings**

At the Special Meeting of Council on 24 May 2023 the following resolution was made:

It was **proposed** by Cllr Forder, **seconded** by Cllr Gunarajah and **RESOLVED** that future meetings held by the town council, including standing committees, be held in person, with virtual attendance by councillors in exceptional circumstances only. There is no legal provision for hybrid meetings. Informal meetings would still be held online if useful and this would include the advisory planning panel. Minute T16/23 Refers.

The Town Clerk requests that council determine the meaning of 'exceptional circumstances only' and to define and set in writing so that these circumstances are not open to misinterpretation.

14. **To Approve and Sign the Annual Governance and Accountability Report (AGAR) 2022-2023**

- i) To approve and sign section 1 of the [Annual Accountability and Governance Report 2022-23](#).
- ii) To approve and sign Section 2 of the Annual Accountability and Governance Report 2022-23.

15. **Tourist Signs**

- i) To note the [response from National Highways](#) to the request to provide more tourist signs on the A34 for Abingdon. Minute T124/22, 22 March 2023 refers.
- ii) Council to consider whether they wish to investigate the cost of providing these signs.

16. **Future Agenda Items**

Governance Documents

17. **Dates of future meetings**

2 August 2023
4 October 2023
15 November 2023
17 January 2024
20 March 2024
15 May 2024

18. **Exclusion of the Public, including the Press**

The Mayor will move: “that in accordance with section 1 (2) of the Public Bodies (admissions to Meetings) Act 1960, the public, including the press, be excluded from the meeting because of the confidential nature of the business to be transacted as summarised below.”

SECTION II (Confidential Agenda)

19. **Confidential appendix to the minutes of the Environment and Amenities Committee**

To receive and consider the draft CONFIDENTIAL appendix to the minutes of the meeting held on 13 June 2023.

20. **Confidential appendix to the minutes of the Finance, Governance and Asset Management Committee**

To receive and consider the draft CONFIDENTIAL appendix to the minutes of the meeting held on 14 June 2023.

21. **Report on the museum lift**

To consider a report from the Museum Manager on the existing lift at the museum.

22. **Report on a new museum lift**

To consider a report from the Museum Manager on a proposed new lift at the museum.

23. **Abbey Cinema Lease**

- i) Members to receive a report from Andrew Crease, Abbey Hall Lease Negotiator – to follow
- ii) Members to review and consider the report by the Properties and Events Manager – to follow
- iii) To engage and appoint Wellers Headley to prepare a new short-term lease.