



Wallingford Town Council

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030AMEET pl/ba

26<sup>th</sup> April 2021

**To: All Members of Council**

Dear Councillor,

**I HEREBY GIVE NOTICE** that the **ANNUAL MEETING** of the WALLINGFORD TOWN COUNCIL will be held by a virtual TEAMS on Wednesday 5<sup>th</sup> May 2021 at 7.30pm.

All Members of the Town Council are hereby summoned to attend for the transaction of business as set out on the Agenda below.

Yours sincerely,

The Town Clerk.

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**THE CURRENT CHAIRMAN TO OPEN THE MEETING AND ADVISE THOSE IN ATTENDANCE OF THE PROTOCOL FOR THE MEETING**

**AGENDA**

**1. ELECTION OF THE MAYOR**

- (a) Motion to be Proposed by Councillor **Beatty**, Seconded by Councillor **Beauchamp** **THAT** Councillor Harris be and is hereby elected Mayor of Wallingford for the ensuing Municipal Year.
- (b) The Council will vote on the Motion - **RESOLUTION REQUIRED**
- (c) **MAKE AND SUBSCRIBE A DECLARATION OF ACCEPTANCE OF OFFICE.**
- (d) The Mayor will address the meeting.

**2. APOLOGIES**

Apologies for absence will be received. The Mayor's Chaplain, Reverend David Rice.

**3. ADMISSION OF THE PUBLIC**

To consider whether members of the public should be excluded from the meeting.

**RESOLUTION REQUIRED**

**4. DECLARATION OF INTERESTS**

Information for each Member will be available at the meeting.

**5. PUBLIC PARTICIPATION –NOTIFIED AND IMPROMPTU (Total 15 Minutes)**

At the time the agenda was prepared there were no notified members of the public attending.

**6. APPOINTMENTS TO COMMITTEES AND OUTSIDE BODIES.**

2021/22 Committees/Outside Bodies forms attached for reference. Councillors to appoint Committee/Outside Bodies Members.

Councillor Steve Holder to request joining Committees, Working Parties and Outside Bodies. Any other changes that Councillors wish to make?

(i) Vacancies on Finance and Properties, Parks, Gardens, Allotments and Open Spaces, Tourism and Economic Development, Personnel and Planning.

ii) Vacancies on the following Working Parties

iii) Vacancies on Wallingford in Business, Wallingford Carnival Committee and Cholsey and Wallingford RPS.

**RESOLUTION REQUIRED**

**7. STANDING ORDERS/FINANCIAL REGULATIONS/TERMS OF REFERENCE**

Councillors to approve and adopt the minor amendment to the Standing Orders/Financial Regulations/Terms of Reference. (Terms of Reference for each Committee to be approved at each relevant first Committee meeting).

**RESOLUTION REQUIRED**

**8. ASSET REGISTERS**

i) In accordance with Audit Requirements Councillors to adopt the attached Property Asset Register.

**RESOLUTION REQUIRED**

ii) Councillors to note that the general asset register (items that the Town Council owns and is covered by insurance) is a work in progress and will be presented to Council at a later date.

**9. TOWN COUNCIL'S INSURANCE**

The Responsible Finance Officer to report to Council that the insurance has been renewed for a further year from the 1<sup>st</sup> April 2021 (contract for 3 years). Councillors to note.

**10. VOTE OF THANKS TO THE RETIRING CHAIRMAN**

Councillor Lester will propose a vote of thanks to Councillor McGregor for stepping into the position of Chairman during 2020/2021's pandemic years and suggest that an engrossment with the Town's Seal is presented to Councillor McGregor at a later date. A seconder to this motion will be called for and Council will vote on the motion.

**THAT** this Council records its sincere thanks to Councillor Rob McGregor for the excellent manner in which he has performed his duties as Chairman of Wallingford Town Council during 2020/2021's pandemic year. The exemplary manner in which he carried out his duties as Chairman has gained the high esteem of both Members of the Council and the residents of Wallingford.

**RESOLUTION REQUIRED REGARDING USING THE TOWN SEAL ON AN  
ENGROSSMENT**

**11. THE RETIRING CHAIRMAN WILL REPLY**

Councillor Rob McGregor.

**12. THE MAYOR'S CONSORT.**

The Mayor's Consort will receive her Badge of Office from the Mayor.

**13. APPOINTMENT OF DEPUTY MAYOR.**

The Mayor to propose his Deputy for the ensuing Municipal Year, Councillor Lester to second the Proposal.

Councillors to vote on the motion.

**RESOLUTION REQUIRED**

The Deputy Mayor and Consort will be presented with their Badges of Office at Mayor's Sunday.

**14. APPOINTMENT OF MAYOR'S CHAPLAIN.**

The Mayor will thank the retiring Chaplain for his support to the Council and the residents of Wallingford during his term of Office during the Pandemic.

The Mayor will announce the appointment of his Chaplain for the ensuing year. The new Chaplain will say prayers at the end of the evening.

The Mayor's Chaplain will be presented with his/her Badge of Office at Mayor's Sunday.

**15. APPOINTMENT OF BRIDGE CHAMBERLAIN**

It is Proposed by Councillor **Keats-Rohan** and Seconded by Councillor **Kidley** that the **Mayor, Councillor Harris** be Bridge Chamberlain for the ensuing Municipal Year.

The Council will vote on the Motion.

**RESOLUTION REQUIRED**

**16. APPOINTMENT OF BRIDGEMEN.**

To appoint two Bridgemen for the ensuing Municipal year. The retiring Bridgemen are Councillors Dolton and Hughes.

The following motion will be Proposed by Councillor **Beatty** and Seconded by Councillor **Whelan THAT** Councillors Hughes and Kidley be appointed Bridgemen for the ensuing Municipal Year.

The Council will vote on the Motion.

**RESOLUTION REQUIRED**

**17. FUTURE AGENDA ITEMS**

**Appointment of The Mayor's Cadet**

**PRAYERS WILL BE SAID BY THE MAYOR'S NEW CHAPLAIN,  
Reverend Kevin Beer**

**Distribution:**

Group Captain, Nick Paton, DFC, BSC, MA, RAF  
A Representative of The Rifles, C/o Captain Rick Fletcher  
The Lord Lieutenant, Mr Tim Stevenson OBE  
High Sheriff of Oxfordshire is Imam Monawar Hussain, MBE DL FRSA.  
The High Steward, Mr Ken Lester  
The Mayor-Elect's Consort, Mrs Lucy Harris  
The Retiring Chaplain, Reverend David Rice  
The Mayor's Chaplain, Reverend Kevin Beer  
County and District Councillors for Wallingford, Sue Roberts, George Levy, Pete Sudbury  
Sergeant-at-Mace, Mr Dave Turner  
The Events Manager, Mrs Suzanne Symons  
The Town Clerk, Paula Lopez

For Information: Press