



Wallingford Town Council

Wallingford Town Council  
9 St Martin's Street,  
Wallingford,  
OX10 0AL  
Tel: 01491 835373

11<sup>th</sup> October 2017,

Email: [seniorofficer@wallingfordtowncouncil.gov.uk](mailto:seniorofficer@wallingfordtowncouncil.gov.uk)  
2017-10-16 Council ba

**To: All Members of Council**

Dear Councillor,

You are hereby summoned to attend a meeting of Council which is being held in **THE COMMITTEE ROOM, 9 ST MARTIN'S STREET, WALLINGFORD** on **Monday 16<sup>th</sup> October 2017 at 7p.m.** for the transaction of business as set out on the agenda below.

Yours sincerely,

The Town Clerk

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***Before the start of the meeting and the formal business of the agenda is transacted, prayers will be said by  
The Mayor's Chaplain, The Reverend David Rice***

**AGENDA**

**1. APOLOGIES**

Apologies for absence will be received. Councillors Norton.

**2. ADMISSION OF THE PUBLIC**

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

Agenda Item Number 26 - 10 St Martins Street

Agenda Item Number 25(ii) - Confidential minutes (Tourism)

### **3. DECLARATION OF INTERESTS**

Information for each Member will be available at the meeting.

### **4. PUBLIC PARTICIPATION (15 MINUTES IN TOTAL)**

- Mr Tim Colman & Henry Venners of JPPC Planning – Development of Police Station Site

### **5. COUNTY COUNCILLOR AND DISTRICT COUNCILLOR REPORTS**

- i) County Councillor L. Atkins
- ii) District Councillor E. Hornsby

### **6. MAYORS COMMUNICATIONS**

### **7. TOWN CLERK – CiLCA QUALIFICATION**

Congratulations to the Town Clerk on attaining her CiLCA qualification

### **8. GENERAL POWER OF COMPETENCE**

Council to resolve that it now meets the criteria to be eligible to use the General Power of Competency. (Localism Act 2011, s 1-8 & (General Power of Competence) (Prescribed Condition) Order 2012). Attached explanatory paperwork.

### **9. THE TOWN COUNCIL AND WIGOD WAY WALLINGFORD FAMILY CENTRE (WWWFC)**

- (i) The Town Clerk to update Councillors on the final version of the lease.
- (ii) To consider the adoption of the SLA between Wallingford Town Council and the WWWFC.
- (iii) Councillors to resolve the release of funds to WWWFC

### **10. MINUTES**

To sign as a correct record the Minutes of the Meeting of Council held on the 4<sup>th</sup> September 2017 as set out on pages 91 to 102 of the Minute Book.

### **11. TO ADOPT THE FOLLOWING MINUTES**

To adopt the minutes of the following committee meeting held in 2017, copies previously signed as a correct record and circulated to Councillors:

Parks, Gardens, Allotments & Open Spaces	10.07.17	Pages	49-52
Planning	21.08.17		83-86
Personnel	30.08.17		87-90
Planning	04.09.17		103-105

### **12. CASTLE RUINS**

The Town Clerk to update Councillors on the results and the costings. Paperwork attached.

### **13. THE REGAL CENTRE**

The Chairman of the working party to update Councillors.

**14. GRAVEL EXTRACTION**

- (i) Councillor Lloyd to report – Oxfordshire County Council Planning Ref: MW.0094/16
- (ii) Councillors to discuss contributing to CAGE’s expenses.

**15. BENCHES ON THE MARKET PLACE**

Councillor Lester to report following feedback from the Friday Market Traders on the relocation of two benches, to consider the cost and agree if appropriate.

**16. THE ADOPTION OF COUNCIL POLICIES**

The Town Clerk to requests the adoption the following policies:

- (i) Recommendations from the Personnel Meeting held on the 30<sup>th</sup> August 2017 – Councillors to resolve a) Protocol Minute 220/08/2017 refers b) Training Minute 221/08/2017 refers c) Personnel Terms of Reference Minute 216/08/2017 refers
- (ii) Publication Scheme – Councillors to resolve.

**17. NEIGHBOURHOOD PLAN**

To receive an update from the Steering Group – Miss Rachel Rae

**18. TOWN COUNCIL’S COMMITTEE STRUCTURE AND APPOINTMENTS TO OUTSIDE BODIES**

Councillors to check their committees and appointments to outside bodies. Proposer and Secunder Required.

**19. TREE OF GRATITUDE**

To receive a request from Ms Jordan to have a Tree of Gratitude in the rest garden opposite Waitrose during the Christmas period.

**20. MAYORS SUNDAY**

Councillors to vote on an alternative venue for Mayors Sunday (Senior Officer’s report attached).

**21. PRESENTATION OF ENGROSSMENT**

Minute 4/5/2017 refers. The Mayor, Councillor Kidley, will present the retiring Mayor, Councillor Lester with an Engrossment.

**22. WALLINGFORD CONSERVATION AREA APPRAISAL**

Consultation Deadline 5pm 22<sup>nd</sup> November 2017. Public Exhibition Wednesday 8<sup>th</sup> November 12pm to 7pm at Centre 70, Kincroft. Councillors to discuss their response.

**23. SOUTH OXFORDSHIRE LOCAL PLAN 2033**

Consultation period 11<sup>th</sup> October to 22<sup>nd</sup> November. Public Exhibition in St Mary’s Church Saturday 14<sup>th</sup> October 10am to 2pm. Councillors to discuss the Town Council’s response.

## **24. MAJOR PLANNING APPLICATIONS**

i) Application Reference: P/16/S4275/O

Type: Major

Proposal: Amendment No 4 dated 3<sup>rd</sup> October 2017 – Residential Development of 502 Dwellings (Site E)

Address: Land north of A4130 Wallingford Bypass

Planning committee notification – P16/S4275/O To be considered on 18<sup>th</sup> October 2017 6pm Didcot Civic Hall – SODC’s Officers recommendation – grant planning permission

(ii) Application Reference: P17/S53566/DIS

Proposal: Discharge of Condition 7 - Archaeology

Address: Land to the West of Wallingford (Site B)

### **Decision Notice**

iii) Application Number: [P14/S2860/O](#)

Site Location: Land to the West of Wallingford (Site B)

Decision: Outline Planning Permission

## **25. TOURISM AND ECONOMIC DEVELOPMENT COMMITTEE**

To consider and resolve the following recommendations from the meeting held on the 25<sup>th</sup> September 2017 – See appendix 1 attached.

(i) Non confidential recommendations

(ii) Confidential recommendations

## **26. 10 ST MARTINS STREET**

The Town Clerk to update Councillors.

## **27. ACTIVITIES ON BEHALF OF THE TOWN COUNCIL**

### **28. FUTURE AGENDA ITEMS**

<b><u>Committee</u></b>	<b><u>Lead</u></b>	<b><u>Anticipated Agenda</u></b>
<b>Council</b>		
Neighbourhood Plan	Cllr Norton	Rolling
County/District Councillors		Rolling
Site B and Infrastructure	Cllr Lloyd	
Sand and Gravel	Cllr Lloyd	
Site B and Infrastructure	Town Clerk	Rolling
Media Policy	Town Clerk	
Castle Street Yard	Cllr McGregor	27.11.2017
Band Concert Refreshments	Cllr Lester	
Promoting the Town Hall	Suzanne Symons	27.11.2017
<b>Parks</b>		
Car Parking	Cllr Davidson	
Parking Near Kerbs (Police)	Cllr McGregor	

to be asked to attend) Use of Phone Boxes CCTV Rubbish Dual Markets & Terms & Conditions	The Town Clerk Cllr Dolton Cllrs Kidley and Lester Cllr Cockman	
<b>Tourism</b> Future of Market Town Co-Ordinator – SODC Funding	Town Clerk	Rolling
<b>Finance</b> Freedom Parade – Breakdown of cost	RFO	
<b>Personnel</b>		
<b>Planning</b>		
<b>Civic and Ceremonial Working Party</b>	Procedures and Protocols The Mayor	To agree a date
<b>Bull Croft Working Party</b>		

Distribution: District and County Councillors; The Mayor's Chaplain The Reverend David Rice; Town Information Centre; Wallingford-in-Business; Wallingford Police; Press; Radio; Library; Notice Boards

**ANY MEMBER OF THE PUBLIC WISHING TO ATTEND THE ABOVE MEETING AND WHO HAS MOBILITY DIFFICULTIES IS REQUESTED TO CONTACT THE TOWN COUNCIL OFFICES ON 01491 835373 BY 10A.M. ON FRIDAY 13<sup>TH</sup> OCTOBER 2017. ALL REASONABLE ATTEMPTS WILL BE MADE TO ENSURE THAT THEY HAVE ACCESS TO THE MEETING.**

**Agenda Item 25 - Appendix 1**

**TOURISM AND ECONOMIC DEVELOPMENT COMMITTEE**

To consider and resolve the following recommendations from the meeting held on the 25<sup>th</sup> September 2017

**(i) Minute 292/09/2017 Refers - Any Suggestions for future events.  
Garden Party for the RAF in 2018**

*Councillor Norton previously asked if this event should be run by the Tourism and Economic Development committee or if a working party should be set up. A budget will be required which will need full council approval. Members discussed and concluded that it was Civic Event and should go to full Council. It was Proposed by Councillor Cockman, Seconded by Councillor Lester and*

**RECOMMENDED:**

**THAT** this proposed event should be discussed by full Council and that a breakdown of the Queen's 90<sup>th</sup> Birthday Celebration Costs would be helpful in determining the budget required.

**(ii) Minute 295/09/2017 Refers - Bunting**

Councillor Lester stated that she had loved the bunting that had been used when Carnival took place and could the Town Council purchase some bunting. Councillor Cockman reported that the Carnival committee still had the bunting and perhaps this could be used at other times. However, it was Proposed by Councillor Lester, Seconded by Councillor Beatty and

**RECOMMENDED:**

**THAT** £500 is included in estimates for Bunting.  
This will be agreed at the budget meeting in November 2017.