



Wallingford Town Council

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

22<sup>nd</sup> November 2017,

Email: [seniorofficer@wallingfordtowncouncil.gov.uk](mailto:seniorofficer@wallingfordtowncouncil.gov.uk)  
2017-11-27 Council ba

**To: All Members of Council**

Dear Councillor,

You are hereby summoned to attend a meeting of Council which is being held in **CENTRE 70, KINECROFT, WALLINGFORD** on **Monday 27<sup>th</sup> November 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.

**2. ADMISSION OF THE PUBLIC**

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

Agenda Item Number 22 – Personnel Committee

Agenda Item Number 23 – 10 St Martins Street

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

Information for each Member will be available at the meeting.

### **4. PUBLIC PARTICIPATION (Maximum 5 minutes each)**

- (i) Mr John Bright of the Citizens Advice Bureau
- (ii) St Edwards Representatives re Site B
- (iii) Mr Neville Burt re Wallingford Emergency Food Bank. Report attached.
- (iv) Anna Gillings re P17/S3564/FUL – 70 Bed Care Home, Reading Road
- (v) Mr Trevor Harris re P17/S3499/FUL Oakdale Court and Meridan Court

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

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

### **6. MAYORS COMMUNICATIONS**

### **7. MAJOR PLANNING APPLICATIONS**

**Note: When deciding upon whether to recommend approval or refusal of a planning application classified as “other”, members should, if they feel strongly about their recommendation, request that the application be called in by the District Council Ward Member in order that it may be referred to the District Council’s planning committee.**

(i) Recommendations from the Planning committee Meeting held on the 13<sup>th</sup> November:

Extensions until the 1<sup>st</sup> December have been granted.

(a) Application Reference: [P17/S3564/FUL](#)

Type: Major

Proposal: Erection of a 70 bed care home (within Use Class C2) access, parking, landscaping and other associated works.

Address: Land at Wallingford Road/Reading Road

Original deadline to respond to SODC: 17<sup>th</sup> November, extension granted to the 1<sup>st</sup> December 2017.

Comment: Recommendation Proposed by Councillor Lloyd, Seconded by Councillor Upcraft Objection unless in house medical facilities are provided and more parking is required.

(b) Application Reference: [P17/S3651/FUL](#)

Type: Major

Proposal: Demolition of existing building and erection of a Class A1 retail food store with associated car parking, access, landscaping and associated engineering works.

Address: UK Bathroom Warehouse, Lupton Road

Original deadline to respond to SODC: 15<sup>th</sup> November

Comment: Proposed by Councillor Lloyd, Seconded by Councillor Upcraft and Recommended Approval. Councillor Cockman asked for his objection to the proposed store be recorded in the minutes.

(ii) Major Applications Received:

(a) Application Reference: [P17/S3499/FUL](#)

Type: Major

Proposal: Demolition of all existing buildings and erection of 16 sheltered apartments for older people and 9 houses.

Address: Oakdale Court and Meridan Court

(b) Application Reference: [P17/S3650/FUL](#)

Type: Major

Proposal: Construction of a new industrial unit at Whitely Road

Address: Fischer Fixings UK Ltd, Whitely Road.

(iii) Discharge of Conditions

(a) P17/S01113/DIS & [P17/S1981/DIS](#) – Site B – Drainage

(b) [P17/S3870/DIS](#) – Site B – Condition 10 – Design Guide

(c) [P17/S4065/DIS](#) – Site B – Condition 29 – Open Space Management Plan

(iv) Reserved Matters

(a) [P17/S3891/RM](#) – Site B – No requirement for additional environmental assessment.

**8. TOWN AND COUNTRY PLANNING ACT 1990 – APPEAL UNDER SECTION 78 – P16/S3608/O – BLOOR HOMES AND LAND MANAGEMENT – LAND EAST TO BENSON LANE**

Appeal Reference APP/Q3115/W/17/3186858 – Councillors to discuss comments and representation.

**9. SITE B UPDATE**

Councillor Lloyd to give an update

**10. WALLINGFORD EMERGENCY FOOD BANK**

Councillor McGregor to report and lead a discussion.

**11. MINUTES**

To sign as a correct record the Minutes of the Meeting of Council held on the 16<sup>th</sup> October 2017 as set out on pages 124 - 137 of the Minute Book.

**12. 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:

Finance and Properties	24.07.17	Pages 60 - 66
Planning	21.08.17	83-86
Personnel	30.08.17	87-90
Planning	18.09.17	103-105
Planning	16.10.17	138-141
Finance and Properties	23.10.17	142- 146

**13. THE REGAL CENTRE**

(i) The Chairman of the working party to update Councillors.

(ii) Councillors to give the Town Clerk approval to sign the agreement with lapd architects in respect of the concept study for the proposed redevelopment of The Regal. Workstages 1 and 2 amount to £7,410 and includes the engagement of the Structural Engineer (Town Council to appoint).

**14. TOWN PROMOTION VIDEO**

Councillor Beatty to update Councillors and ask for Councillors approval for the video to be used to promote Wallingford.

**15. BULL CROFT WORKING PARTY**

The Chairman of the Working Party, Councillor Upcraft to ask Councillors to approve a suggestion on the Town Green Registration.

**16. GRAVEL EXTRACTION**

Councillor Lloyd to update Councillors.

**17. NEIGHBOURHOOD PLAN**

Councillor Norton to update Councillors.

**18. SOUTH OXFORDSHIRE LOCAL PLAN 2033**

Councillor Lloyd to update Councillors.

**19. HEALTH AND SAFETY**

Project Manager's Report attached. Recommendation that Section 2 – Responsibility is included as a statement on the first agenda of each Committee every Financial Year.

**20. SITE B ALLOTMENTS**

The Town Clerk to ask the Town Council to adopt the Site B Allotments and to include the running and maintenance thereof.

**21. BULL CROFT RECREATION ROOMS – PRE-SCHOOL'S LEASE**

The Town Council to approve that the Town Clerk signing and use of the Town Council's Common Seal on the Pre-Schools lease.

**22. NOMINATIVE TRUSTEE – WALLINGFORD RELIEF IN NEED CHARITY – APPOINTED BY WALLINGFORD TOWN COUNCIL FOR A PERIOD OF 4 YEARS**

Councillors to nominated two trustees to the Wallingford Relief in Need Charity.

**23. PERSONNEL COMMITTEE**

To consider and resolve the following recommendations from the meetings held on 9<sup>th</sup> October and the 15 November 2017 – See appendix 1 attached -Confidential recommendations

**24. 10 ST MARTINS STREET**

Town Clerk to report on possible new tenant.

**25. ACTIVITIES ON BEHALF OF THE TOWN COUNCIL****26. FUTURE AGENDA ITEMS**

<b><u>Committee</u></b>	<b><u>Lead</u></b>	<b><u>Anticipated Agenda</u></b>
Council		
Neighbourhood Plan	Cllr Norton	Rolling
County/District Councillors		Rolling
Site B and Infrastructure	Cllr Lloyd	Rolling
Sand and Gravel	Cllr Lloyd	Rolling
Site B and Infrastructure	Town Clerk	Rolling
Castle Street Yard	Cllr McGregor	
Promoting the Town Hall	Suzanne Symons	
Standing Orders Amendment (Accounting Legislation)	The Town Clerk	
Parks		
Car Parking	Cllr Davidson	
Use of Phone Boxes		
CCTV		
Rubbish	Cllr Dolton	
Tourism		
Garden Party for the RAF – Council		
Market Town Co-Ordinator – Role Scope and Role 2018 Onwards		
Finance		
Freedom Parade – Breakdown of cost	RFO	
Personnel		
Staffing Requirements	The Town Clerk	15.11.2017
Planning		
Civic and Ceremonial		
Working Party		
Procedures and Protocols	The Mayor	
Bull Croft Working Party		

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 24<sup>TH</sup> NOVEMBER 2017. ALL REASONABLE ATTEMPTS WILL BE MADE TO ENSURE THAT THEY HAVE ACCESS TO THE MEETING.**

**[NON CONFIDENTIAL REPORTS ARE AVAILABLE ON REQUEST.](#)**