



Wallingford Town Council
9 St Martin's Street,
Wallingford,
OX10 OAL

2017-07-17 –Extraordinary Meeting of Council – to
Senioradmin@wallingfordtowncouncil.gov.uk

11th July 2017,

To: All Members of Council

Dear Councillor,

You are hereby summoned to attend an Extraordinary Meeting of Council which is being held in **Town Hall, Wallingford on Monday 17th July 2017 at 7pm** for the transaction of business as set out on the agenda below.

Yours sincerely,

Town Clerk

A G E N D A

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.

3. **DECLARATION OF INTERESTS**

Information for each Member will be available at the meeting.

4. RESERVES

Responsible Finance Officer to update Councillors on allocation of reserves and funds available to spend.

5. REGAL CENTRE

Councillors have previously been sent a report from the Project Manager regarding remedial work following the fire risk assessment. Councillors to consider spend required. – Report summary attached.

6. PERSONNEL COMMITTEE AND PLANNING COMMITTEE

- i) Councillor Lloyd has withdrawn from the personnel committee, Councillor required to take his place.
- ii) Following Councillor Goddard's resignation, Councillor required to take his place on the planning committee.

7. NEIGHBOURHOOD PLAN

Council responsibilities – Councillor Holland.

8. SITE B

Councillors have been previously sent a report from Councillor Lloyd following a meeting with St Edwards. Councillors to agree changes to sewage and footpath, Councillor Lloyd to lead discussion.

9. COMMS WORKING PARTY

Councillors to discuss and approve new branding for Wallingford Town Council

Distribution: Noticeboards, Library, Town Information Centre.

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 14th JULY 2017. ALL REASONABLE ATTEMPTS WILL BE MADE TO ENSURE THAT THEY HAVE ACCESS TO THE MEETING.

Report for: Extraordinary Meeting of Council – 17th July 2017

From: Project Manager

Report on: The Regal Centre, Fire Risk Assessment and Costs

1. Introduction

Further to the email titled 'The Regal' circulated on Friday 16th June, please consider the outstanding work and associated costs detailed below. Councillors should bear in mind that the list of works is not exhaustive and currently there is no budget for this. The Council would need to have a majority vote to spend any money. Furthermore, should councillors agree that the works need to be completed the fire officer has given us a short window of time to make these repairs.

2. Detailed consideration

The OCC fire officers reported highlighted three issues which require councillor's immediate consideration due to the costs:

- Issue 1: To carry out the works on the fire exit doors in the Regal: **£11,663.00 + VAT**
- Issue 2: To replace the fire alarm system in the Regal: **£4,200.00 + VAT**
- Issue 3: There are some minor repairs required to emergency lighting and fire exit signs these that Wheelers are aware of. These are on hold pending the decision on expenditure on fire doors and the alarm system.

Total estimated costs: £15,863.00 + VAT

In making your decision, councillors may wish to consider the following issues that need addressing and will incur further expense:

- Changing the position of the ventilation fan in the kitchen and the ventilation grill in the boiler room (Item 5 in the fire officers' report)
- The heating system, although working, is antiquated and inefficient - the costs are high especially in winter when trying to heat the huge space
- Thermal cracks on the outside of the building – structural engineer advised in April that in order to restore the integrity of the masonry for satisfactory performance over the next 5-10 years the cracks in the rear wall of the Regal should be stitch repaired with stainless steel bars. It is recommended that this work in undertaken within the next 18 months
- Waste system in kitchen continually blocks
- Legionella water testing goes in and out of compliance because of the old water heaters

For information the rental income from the Regal was £14,500 last year (April 1st 2016 – March 2017) but the total expenditure was £30,000.

Wallingford Neighbourhood Plan

In a designated neighbourhood area which contains all or part of the administrative area of a town or parish council, the town or parish council is responsible for neighbourhood planning. Where a parish or town council chooses to produce a neighbourhood plan it should work with other members of the community.

A neighbourhood plan must address the development and use of land. This is because if successful at examination and referendum the neighbourhood plan will become part of the statutory development plan once it has been made (brought into legal force) by the planning authority.

We need to redouble our efforts to ensure that the Neighbourhood Plan is delivered effectively and in good time. This requires a much greater involvement from all councillors managed through the Neighbourhood Plan Coordinator. This coordination is crucial because it provides an effective conduit between the Community and the Council, and Councillors should be aware that all activities will be scrutinised by the examiner and any failing could jeopardise examination.

Cllr Amanda Holland
11th July 2017