

**WALLINGFORD TOWN COUNCIL**

**M I N U T E S**

of the

Finance and Properties Committee Meeting held in the Council Offices,  
Wallingford on Monday 24<sup>th</sup> July 2017

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**P R E S E N T**

The Mayor, Councillor Kidley

Councillors Cockman, Holland, Lloyd, Norton and Upcraft.

The Chairman, Councillor Dolton

The Town Clerk, Mrs Paula Lopez

The Responsible Finance Officer, Mrs Jennipher Jeje

**161. APOLOGIES**

There were no apologies for absence, however to be noted that Councillor Titchener had been unable to access the meeting as the door to the offices had been inadvertently locked.

**162. ADMISSION OF THE PUBLIC**

It was Proposed by Councillor Upcraft, Seconded by Councillor Cockman and

**RESOLVED:**

**THAT** in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, as amended by Section 100 of the Local Government Act 1972, the public be excluded from the Meeting during consideration of the following items on the grounds that publicity would be prejudicial to the public's interest by reason of the confidential nature of the business to be transacted: -

Agenda Items 7(i) Aged Debtors and 7(ii) Bull Croft Lodge Update.

### **163. DECLARATION OF INTERESTS**

Information for each Member was available at the meeting.

Councillor Dolton declared an interest in Agenda Item 10(ii) BunkFest Grant  
Councillor Lloyd declared an interest in 10 (iv) Family Services.

### **164. MINUTES**

The Minutes of the Meeting held on the 22<sup>nd</sup> May 2017, as set out on pages 18 - 22 of the Minute Book, copy previously circulated to members, were signed as a correct record at the Council meeting on the 12<sup>th</sup> June 2017. All recommendations relating to the External Audit and Financial Risk Assessment were resolved at this meeting.

**Noted**

### **165. QUARTER 1 ACCOUNTS**

The Responsible Finance Officer went through the Quarter 1 Accounts, copies distributed to all Members prior to the meeting.

**1935Hours – Here Councillor Cockman left the meeting and returned five minutes later**

The Responsible Finance Officer was asked to provide:

- Breakdowns on the amount spent on the Freedom Parade including salaries.
- An itemised breakdown of the bill relating to the work carried out on the Recreation Rooms in December last year.

The Responsible Finance Officer also presented a breakdown of the Reserves.

**It was Proposed by Councillor Norton, Seconded by Councillor Holland and**

**RESOLVED:**

**THAT** item 13 'To Discuss Ring Fencing of Reserves for the Neighbourhood Plan' be brought forward for discussion.

### **166. TO DISCUSS THE RING FENCING OF RESERVES FOR THE NEIGHBOURHOOD PLAN**

The Responsible finance Officer gave Members an overview of the reserves and the need to ring-fence the remaining available money in general reserves for the Neighbourhood Plan. Members discussed and It was Proposed by Councillor Upcraft, Seconded by Councillor Lloyd and

**RECOMMENDED:**

**THAT** Full Council approve the ring-fencing of an initial 20k so this money can be protected for the Neighbourhood Plan.

Councillor Cockman asked that it be recorded that he was against the above recommendation.

It should be noted that this will result in all remaining reserves being used and Members were quite clear that there would be no more money to spend unless the reserves for Capital spend could be released. The Town Clerk had taken advice from OALC who in turn had consulted with their finance professional and they could see no way that this capital reserve could be released for general repairs and maintenance. Councillor Lloyd advised that he was meeting with John Cotton to see if there was anything their lawyers could do.

**167. BILLS SCHEDULES**

The Responsible Officer presented the Bills Schedules for April and May 2017. Members went through the Bill Schedules and pointed out a couple of spelling errors.

It was Proposed by Councillor Lloyd, Seconded by Councillor Norton and

**RESOLVED:**

**THAT** the schedule of bills paid in April 2017 in the sum of £79,010.09 and May 2017 in the sum of 63,343.87 be received and the action of The Responsible Finance Officer in paying same is confirmed.

**168. FLINT HOUSE**

The Responsible Finance Officer updated Members regarding the tenant's rent in that that there was an error in calculating the increase in rent for the museum. The incorrect RPI was added which had resulted in a compound effect since then. The Responsible Finance Officer calculated this at £400.

It was Proposed by Councillor Lloyd, Seconded by Councillor Upcraft and

**RESOLVED:**

**THAT** The Responsible Finance Officer ask the museum to agree to a reduced rate in the next financial year.

### **169. PROPERTIES UPDATE**

The Town Clerk handed out a list of properties issues to Members and reported that very little had changed due to a lack of available funds.

**Councillor Lloyd left the meeting at 2040 Hours  
Councillor Upcraft chaired the grants section of the meeting.**

### **170. GRANT APPLICATIONS**

**Members considered the following grant applications:**

(i) Wallingford Chameleon Arts/Music at St Peter's Church – Final concert amount of application £350. Members considered this application looking carefully at the accounts and It was Proposed by Councillor Norton, Seconded by Councillor Upcraft and

**RESOLVED:**

**THAT** a grant of £100 is awarded to Chameleon Arts for the final concert under S137 of the Local Government Act 1972 in the current financial year.

(ii) BunkFest – Security re road closures amount of application £621. (note Finance Terms of Reference state can only resolve up to £500). Members discussed the application and

**RECOMMENDED:**

**THAT** a grant of £610 is awarded to BunkFest under S137 of the Local Government Act 1972 in the current financial year.

**RESOLVED:**

**THAT** if Council do not approve the full grant of £610 then a grant of £500 is awarded to BunkFest under S137 of the Local Government Act 1972 in the current financial year.

(iii) Agatha Christie Weekend – Publicity/Leaflets amount of application £250. Members discussed this application noting that there were no accompanying accounts. It was Proposed by Councillor Upcraft, Seconded by Councillor Cockman and

**RESOLVED:**

**THAT** a grant of £250 is awarded to The Organisers of the Agatha Christie Event under S137 of the Local Government Act 1972 in the current financial year. This award is subject to The Town Clerk and The Responsible Finance Officer being satisfied with the accounts.

(iv) Wigod Family Services – Computer related items - application £500 (paperwork to follow). Members discussed the application and It was Proposed by Councillor Cockman, Seconded by Councillor Holland and

**RESOLVED:**

**THAT** a grant of £500 is awarded under S137 of the Local Government Act 1972 in the current financial year to the Wigod Way Wallingford Family Centre for Computer software.

**Councillor Dolton chaired the rest of the meeting**

**171. TO CONSIDER APPROVING THE BOATHOUSE'S REQUEST FOR MOORINGS WITHIN THEIR LEASE**

The Town Clerk outlined the request to Members. After a brief discussion Members concluded that they did not have enough information to make a decision. Members requested that the Town Clerk contact Greene King to obtain more information.

**172. TO CONSIDER APPROVING HENLEY SALES AND CHARTER'S AGREEMENT – ELECTRIC BOATS IN WALLINGFORD**

Please see the attached report and copy of agreement relating to Wallingford Bridge Steps between Wallingford Town Council and Henley Sales and Charter. Members discussed but concluded that they did not have enough information. Councillor Dolton to contact Gillian Nahum for more information.

**173. SPEAKERS/TELECOM COMMUNICATION FOR TOWN HALL**

Councillor Cockman presented costings for a new speaker for the Town Hall as the acoustics are not good in meetings. Members thanked Councillor Cockman for his work on this and asked that he looks at including a facility for the hard of hearing. Councillor Cockman will liaise with the event manager Suzanne Symons who has also started to make enquires about communication equipment.

**2100HOURS – The Mayor and Councillor Upcraft left the meeting at this point  
Councillor Upcraft returned but The Mayor did not.**

**174. FUTURE AGENDA ITEMS**

- Councillor Norton requested the opportunity to discuss a garden party picnic in 2018 to celebrate a 100 years of the RAF. To be included for discussion by Tourism & Economic Development Committee.
- Freedom Parade

**CONFIDENTIAL MINUTES SEE PAGE 66**