

WALLINGFORD TOWN COUNCIL

MINUTES

of the

Meeting of Council held in Centre 70, Kinecroft, Wallingford on
Monday 27th November 2017

PRESENT

The Mayor, Councillor Michael Kidley

Councillors Baroni, Beatty, Cockman, Cripps, Davidson, Dolton, Holland, Hughes, Lester,
Lloyd, McGregor, Norton, Upcraft and Whelan

The Town Clerk, Mrs Paula Lopez

Officer in Attendance: Mrs Barbara Atkins

**Before the formal business of the agenda was transacted, prayers were said by The
Mayors Chaplain, The Reverend David Rice**

412. APOLOGIES

Apologies for absence were received from Councillor Titchener and District
Councillor Hornsby.

413. ADMISSION OF THE PUBLIC

It was Proposed by Councillor Lester, Seconded by Councillor Norton 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 Number 23 (Personnel Committee) and 24 (10 St Martin's Street)

414. DECLARATION OF INTERESTS

There were no declarations of interest at this point in the meeting.

415. PUBLIC PARTICIPATION (Maximum 5 minutes each)

(i) **Mr Mark Brett of the 1155 Committee** – Mr Brett thanked the Town Council for their support of the Fireworks Event on the Kinecroft and stated that it had been a wonderful event and had raised £17,700 for charity. Feedback from members of the public had been very positive although the 1155 members will be working with the Town Council regarding the location of the bonfire next year. Councillors thanked Mr Brett and the members of the 1155 organisation.

1907Hours – Councillor Cockman left the meeting

(ii) **St Edwards Representatives re Site B, off Wantage Road** – The Representatives gave an overview of how work is progressing archaeological investigations should be completed in January 2018 and stated the first houses should be available for sale in March/April 2018. Councillors had a few questions regarding:

- Drainage – still some outstanding issues (Thames Water)
- Siting of bungalows near Queens Avenue.
- Allotment site
- Could the Site Office provide general information to residents – St Edwards Representatives stated that information could be made available via a newsletter.

1912Hours – Councillor Cockman re-joined the meeting

(iii) **Mr John Bright of the Citizens Advice Bureau (CAB)** (presentation pack distributed) – Mr Bright of the Citizens Advice Bureau in Wallingford thanked the Town Council for their grant last year and stated how important this was as they had lost a lot of other funding and that he hoped Wallingford Town Council would continue to support the CAB. The CAB volunteers who are very committed had helped 411 people from Wallingford last year, a 13% increase.

1920Hours – Councillor Hughes joined the meeting

(iv) **Mr and Mrs Burt re Wallingford Emergency Food Bank** (Report attached) – Mr Burt stated that the Wallingford Food Bank had helped 1200 people last year and that he thought this may be because of how the benefit system works. Mr Burt gave an overview of the storage problem that the Food Bank has and asked if the Town Council could help with this as well as the heavy work that is required. Councillors had a few questions relating

to the geographical area that people come from and whether it is a long or short term storage problem. The Food Bank will be discussed later as an agenda item.

Here Councillor Lester asked for it to be minuted that The Town Council thanks the Citizens Advice Bureau and the Wallingford Food Bank for their assistance.

(iv) **Anna Gillings re P17/S3564/FUL – 70 Bed Care Home, Reading Road** – Ms Gillings referred to Sam Rous attendance last week and tried to elevate Councillors concerns regarding the medical facilities and car park at the proposed development. Councillors raised some questions for clarification purposes and then stated that they would discuss this under the appropriate agenda item.

(v) **Mr Trevor Harris re P17/S3499/FUL Oakdale Court and Meridan Court** - Mr Harris gave a very detailed report regarding his concerns which related to the scale of the proposed building, loss of the footpath and loss of parking for residents living in Egerton Road.

(vi) **Andrea Wicki re P17/ S3499/FUL Oakdale Court and Meridan Court** – Ms Wicki's letter had been distributed to Councillors in advance of the meeting but she reiterated Mr Harris' concerns. In addition Ms Wicki stated that the 3 storey building will block out/alter the skyline. The proposed bin store and parking next to her property's boundary will affect her enjoyment of the garden.

(vii) **Jane Randle re P17/ S3499/FUL Oakdale Court and Meridan Court** – Miss Randle also agreed that the 3 storey high proposed building was overbearing and not in keeping within the conservation area.

(viii) **District Councillor Imran Lkhon re P17/ S3499/FUL Oakdale Court and Meridan Court** – District Councillor Lkhon stated that he had raised his concern with the District Council about how South Oxfordshire Housing Association (SOHA) are operating and stated that SOHA should communicate with Wallingford Town Council. He also stated that when Councillors consider this application they should consider the closure of the Saxon Close garages.

416. COUNTY COUNCILLOR AND DISTRICT COUNCILLOR REPORTS

i) **County Councillor L. Atkins** had distributed her report to Councillors prior to the meeting (copy attached). In addition to her report, County Councillor Atkins updated Councillors on Gravel, in that the County Council has approved gravel extraction at New Barn Farm, voting had been very close and in fact the Chairman had the casting vote.

Councillors had a few questions in relation to archaeology at Site B, the proposed closure of Wallingford Bridge and the new street lights which have been installed in Wantage Road.

ii) District Councillor E. Hornsby sent her apologies.

417. MAYORS COMMUNICATIONS

1. Please sign the Christmas Town Carol Attendance Board. Carols start at 6.30pm
2. The Mayor read out the thank you card from the Mayor's Chaplain, David Rice for the card and cyclamen plant given to him for his recent birthday.
3. The Mayor read out a letter from RAF Benson in relation to the fact that the Station has been awarded the Stainforth Trophy for 2016. Councillor Lester asked the Mayor to write a congratulatory letter to the RAF.
4. The Mayor summarised an email from The Girl Guides in relation to an event he had attended.

418. 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 13th November: Extensions until the 1st 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: 17th November, extension granted to the 1st 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.

Councillors discussed the above recommendation along with the recent report given under public participation by Anna Gilling and concluded that they still had concerns particularly in relation to the impact on the medical practice. It was Proposed by Councillor Hughes, Seconded by Councillor Cockman and

RESOLVED:

THAT Wallingford Town Council **Objects** to this planning application on the grounds of lack of medical facilities will have an impact on the medical practice in Wallingford.

(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: 15th 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.

Councillor Beatty declared that he had an interest as he has a business on the Hithercroft Estate.

Councillors discussed and raised their concern over the entrance which would be better if it was sited in the Hithercroft Road in order that there is not a mix of residents and business vehicles in Lupton Road. Some neighbouring residents have raised concerns over lighting. It was Proposed by Councillor Lloyd, Seconded by Councillor Upcraft and

RESOLVED:

THAT Wallingford Town Council approve this planning application but would prefer to see the site entrance moved to Hithercroft Road.

Councillor Cockman asked for his objection to 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

Councillor discussed and It was Proposed by Councillor Lloyd, Seconded by Councillor Cockman and

RESOLVED:

THAT Wallingford Town Council Objects to this planning application as it is unsustainable, roof height should be lowered, not in keeping with conservation area and the bins should be relocated.

(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.

2035Hours – Councillor Baroni left the meeting

Councillors discussed and were slightly confused by the plans as they appeared to show an exit route via the proposed Rubies site. Councillor Lloyd stated that he would look in to this and if there was a not a route then it was Proposed by Councillor Lloyd, Seconded by Councillor Holland and

RESOLVED:

THAT Wallingford Town Council has No Strong Views on this application.

(iii) Discharge of Conditions

(a) P17/S0113/DIS & [P17/S1981/DIS](#) – Site B – Drainage – Councillor Lloyd gave a brief update on Site B and Councillors **Noted** the discharge.

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

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

(iv) Reserved Matters

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

419. 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 discussed and stated that there was not enough sustainability for this development, it will affect the air quality on the bridge, no additional infrastructure and Crowmarsh Parish Council are asking to see Section 7 documents. It was Proposed by Councillor Lloyd, Seconded by Councillor Beatty and

RESOLVED:

THAT Councillor Lloyd will look at this in more depth and the Town Clerk was instructed to Register The Town Council's representation at the appeal.

420. SITE B UPDATE

Councillor Lloyd had given Councillors a brief update on how work at Site B was progressing earlier in the meeting. Councillor Holland stated that a brochure showing the location, etc of the development may be viewed in the Town Council office. Councillor Hughes stated that the Hithercroft Sports Trust had agreed to adopt the new sports fields. Councillor Cockman stated that Councillors could view developments on the website.

421. WALLINGFORD EMERGENCY FOOD BANK

Councillor McGregor stated that Gareth Lloyd-Jones had approached him to see if Wallingford Town Council could help the emergency food bank with their storage problem which had been highlighted previously in the meeting under public participation by Mr and Mrs Burt. Councillors discussed:

- The Bull Croft Lodge could be used short term although it needs cleaning
- The area that is serviced is the surrounding villages along with Berinsfield
- The old toilet block could be used for storage
- Storage unit in the Park's Yard although this may raise some health and safety issues.
- Should the Food Bank be investigate other ways to obtain help, for instance SOFEA (Didcot based) – is a warehouse operation which supplies 50 local charities with 200 tonnes of food rescued from the food industry per year and provides cheap, regular supplies of fresh food to support vulnerable people in the community.

Option 1. Councillors concluded that they would like The Town Clerk to progress this and It was Proposed by Councillor McGregor, Seconded by Councillor Beatty and

RESOLVED:

THAT providing The Town Council's insurance covers the use of the Bull Croft Lodge in this manner and that the Wallingford Food Bank's insurance covers the goods that are stored in the building then permission is granted until the end of March 2018

Option 2. It was further Proposed by Councillor Dolton, Seconded by Councillor Lloyd and

RESOLVED:

THAT should Option 1 not be possible then a container is installed in the parks yard for the storage of non-perishable food.

Councillor Cockman asked for it to be recorded in the minutes that he did not support Option 1.

Here Councillor Cockman left the meeting

422. MINUTES

Councillor Holland advised that Minute 310/10/2017 needs to be corrected in that the word Councillor needs to be inserted prior to Holland.

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

RESOLVED:

THAT following the above correction the Minutes of the Meeting of Council held on the 16th October 2017 as set out on pages 124 - 137 of the Minute Book be signed by the Chairman as a correct record.

423. TO ADOPT THE FOLLOWING MINUTES

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

It was Proposed by Councillor Lester, Seconded by Councillor Davidson and

RESOLVED:

THAT the Minutes of the following committee meetings as previously circulated to Councillors be adopted.

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
Planning	30.10.17	147-150

424. THE REGAL CENTRE

(i) The Chairman, Councillor Upcraft, of the Regal Working Party reported that the architects are keen to start the concept study with regard to looking and formulating options. The outcome of the recent grant application is awaited. The first stage following the concept study will be a public consultation.

(ii) Councillors gave the Town Clerk approval to sign the agreement with lapd architects in respect of the concept study for the proposed redevelopment of The Regal. Work stages 1 and 2 amount to £7,410 (grant pending) and includes the engagement of the Structural Engineer (Town Council to appoint). It was Proposed by Councillor Lloyd, Seconded by Councillor Lester and

RESOLVED:

THAT Wallingford Town Council gives The Town Clerk approval to sign the agreement with lapd architects in respect of the concept study for the proposed redevelopment of The Regal.

425. TOWN PROMOTION VIDEO

Councillor Beatty updated Councillors and asked for Councillors approval for the video to be used to promote Wallingford. Councillors asked for their thanks to Joseph Whalley for producing the video to be recorded. It was Proposed by Councillor Lester, Seconded by Councillor Whelan and

RESOLVED:

THAT Wallingford Town Council gives permission for video to be used as Wallingford's Promotional video.

426. BULL CROFT WORKING PARTY

The Chairman of the Working Party, Councillor Upcraft led a discussion on options that might encourage Oxfordshire County Council to start the Town Green Registration. Councillors asked for it to be formally recorded that they are very disappointed that the County Council has not even started the Town Green Registration, the pre-school in particular, are in desperate need as the condition of the Bull Croft Recreation Rooms is dreadful. It was Proposed by Councillor Upcraft, Seconded by Councillor Whelan and

RESOLVED

THAT a press campaign should be started to highlight that Oxfordshire County Council has not yet commenced work on the Wallingford Town Green Registration.

427. GRAVEL EXTRACTION

Councillor Lloyd stated that County Councillor Atkins had updated Councillors earlier. However, he added that it would take about 10 weeks for various agreements/conditions to be signed so a start date may be in February. BBC South is reporting on this case. The chance of an appeal being successful are very slim.

428. NEIGHBOURHOOD PLAN

Councillor Norton reported that the enlarged Steering Group including a member from each working group is working very well, however the whole process is taking a long time as so many people are involved and in fact Councillor Norton is now the 4th Chairman of the Neighbourhood Plan. Councillor McGregor thanked Councillor Norton and the Project Manager for bringing it together. The Site E allocation of 550 houses will mean that Wallingford has exceeded its number of houses.

429. SOUTH OXFORDSHIRE LOCAL PLAN 2033

Councillor Lloyd updated Councillors in that he believed that it is a sound legal plan and that the emerging local plan will include developing infrastructure. It was Proposed by Councillor Lloyd, Seconded by Councillor Norton and

RESOLVED

THAT Councillor Lloyd will write on behalf of Wallingford Town Council to convey it's acceptance of the legally sound local plan 2033.

430. HEALTH AND SAFETY

The Town Clerk brought to Councillors attention Section 2 of the Project Manager's Report (attached). Councillors were happy that the recommendation Section 2 – Responsibility is included as a statement on the first agenda of each Committee every Financial Year.

431. SITE B ALLOTMENTS

The Town Council to adopt the Site B Allotments and to include the running and maintenance thereof. The Town Clerk stated that this item should be deferred as the agreement did not contain the include the water tanks. It was Proposed by Councillor Lloyd, Seconded by Councillor Norton and

RESOLVED

THAT if the water tanks and their maintenance is included then Wallingford Town Council approves the adoption of the Site B allotments.

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

The Town Clerk asked for Councillors approval to sign and use of the Town Council's Common Seal on the Pre-Schools lease. It was Proposed by Councillor Lester, Seconded by Councillor Norton and

RESOLVED

THAT Wallingford Town Council gives The Town Clerk approval to sign and use the Town Council's Common Seal on Rainbow Pre-schools lease.

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

Councillors nominated two trustees to the Wallingford Relief in Need Charity. It was Proposed by Councillor Lester, Seconded by Councillor Beatty and

RESOLVED

THAT Wallingford Town Council nominates Mr Barry Tyrell and Mrs E. Unsworth as trustees to the Wallingford Relief in Need Charity for a term of 4 years.

434. ACTIVITIES ON BEHALF OF THE TOWN COUNCIL

The Mayor – Civic and Ceremonial Working Party, Chalgrove B.L., SODC Chairman's Charity Antiques evening, Lord Lieutenants Awards, Bicester Heritage Walk , SODC's Forum, Fireworks, Donkey Sanctuary Flea Market, Town Hall contractor's meeting, Selling Poppies for British Legion, Remembrance Parade, Scouts/guides Quiz Night, Bridge Closure – Press meeting, Wallingford Rowing Club Dinner, Comrades Club – cheque presentation re Fireworks, Meeting with owners re Rubbish, Charities Bazaar, Meetings re Safe Places.

Councillor Holland – Neighbourhood Plan meetings, Wallingford Volunteer Centre's Christmas Quiz.

435. FUTURE AGENDA ITEMS

<u>Committee</u>	<u>Lead</u>	<u>Anticipated Agenda</u>
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	The Town Clerk	
Amendment (Accounting Legislation)		
Parks		
Car Parking	Cllr Davidson	
Use of Phone Boxes		
CCTV	Cllr Dolton	
Rubbish		

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		
Planning		
Civic and Ceremonial Working Party Procedures and Protocols	The Mayor	
Bull Croft Working Party		

CONFIDENTIAL MINUTES SEE PAGE 182