

**WALLINGFORD TOWN COUNCIL**

MINUTES

of the

Meeting of Council held in Centre 70, Kinecroft, Wallingford on  
Monday 11<sup>th</sup> December 2017

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PRESENT

The Mayor, Councillor Michael Kidley

Councillors Cockman, Cripps, Dolton, Holland, Hughes, Lester, Lloyd, Titchener,  
Upcraft and Whelan

Responsible Finance Officer: Mrs Jennipher Jeje

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**

**457. APOLOGIES**

Apologies for absence were received from Councillors Baroni, Beatty, Davidson, McGregor and Norton, The Town Clerk and County Councillor Atkins and District Councillor Hornsby.

**458. ADMISSION OF THE PUBLIC**

It was Proposed by Councillor Lester, Seconded by Councillor Titchener 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 Item 15 - High Sheriff's Awards for the Year 2017/2018

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

**RESOLVED:**

**THAT** Agenda Items 13 – Wilding and Andrew Service, 10 – Finance and Properties Committee and 11 - Estimates are discussed prior to major Planning applications.

**459. DECLARATION OF INTERESTS**

Information for each Member will be available at the meeting. There were no declarations of interest.

**460. PUBLIC PARTICIPATION –NOTIFIED AND IMPROMPTU (Total 15 Minutes)**

There were no members of public present at the meeting.

**461. MAYORS COMMUNICATIONS**

1. Reminder about Carols on Wednesday – Gowns will be available from 6pm in the Town Hall.
2. Street Lighting Wantage Road – following an inspection at night of the new street lights the contractor Balfour Beatty will be relooking at the design and the lighting levels. This may involve dimming the new lanterns to a lower output.
3. CABI have withdrawn their planning application with regards re-development of the CABI - P16/S3800/O however planning application P15/S3387/FUL which went to planning inspectorate was granted.
4. The Mayor will be hosting drinks and nibbles for Councillors and staff in the Town Council Offices at 12noon on Wednesday 20<sup>th</sup> December 2017.

**462. MINUTES**

To sign as a correct record the Minutes of the Meeting of Council held on the 27<sup>th</sup> November 2017 as set out on pages 170 - 183 of the Minute Book.

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

**RESOLVED:**

**THAT** the Minutes of the Meeting of Council held on the 27<sup>th</sup> November 2017 as set out on pages 170 - 183 of the Minute Book be signed by the Chairman as a correct record.

#### **463. 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:

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

##### **RESOLVED:**

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

Parks, Gardens, Allots. & Open Space	11.09.17	Pages 106-109
Tourism and Economic Development	25.09.17	114-119
Personnel	09.10.17	120-123

#### **464. WILDING AND ANDREW REMEMBRANCE SERVICE**

Councillors considered taking over the Wilding and Andrew Remembrance Service (report attached). Councillors discussed and were very supportive, the following was raised:

- ACF Cadets are keen to help/lead event (good for their organisational skills).
- RAF Cadets should be involved too.
- Money has been included in the estimates.
- Councillor Titchener's knowledge regarding scouts and guides will be invaluable.

It was Proposed by Councillor Holland, Seconded by Lloyd and

##### **RESOLVED:**

**THAT** following the closure of the Wallingford branch of the Royal British Legion Wallingford Town Council will lead the organisation of the Wilding and Andrew Remembrance Service. An appropriate amount will be included in the estimates.

#### **465. FINANCE AND PROPERTIES COMMITTEE**

Councillors considered the recommendations of the Finance and Properties Committee following their meeting of 20<sup>th</sup> November 2017.

**Minute 406/11/2017 refers - Charges and Mooring Fees** – Following a lengthy discussion it was Proposed by Councillor Upcraft, Seconded by Councillor Lester and

**RESOLVED:**

**THAT** no changes, apart from a possible increase in the summer daily mooring charges from £5 to £10 per night were recommended. Following the outcome of Town Clerk's discussion with SODC asking if an increase under the current joint mooring agreement is possible Councillors will discuss again the actual increase that will be applied.

Proposed mooring projects to be a future agenda item.

**466. ESTIMATES**

**Minute 407/11/2017 Refers - Draft Estimates**

Members of the Finance and Properties Committee received the draft estimates/budget for 2018/2019 at their meeting on the 20<sup>th</sup> November 2017 and recommended them for approval. Following a discussion where Councillors noted the Town Clerks and the Responsible Finance Officer's concerns relating to the town council's reserves and grant applications. Councillors agreed that additional resources may be required to take forward grant applications. It was Proposed by Councillor Lloyd, Seconded by Councillor McGregor and

**RESOLVED:**

**THAT** the estimates be approved by Full Council.

The Responsible Finance Officer was thanked for preparing such clear estimates.

**Here The Responsible Finance Officer left the meeting**

**467. 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.

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

Type: Major

Proposal: Amendment as amplified by Archaeological Evaluation Report received 28<sup>th</sup> November 2017. Re: 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

Councillors discussed this applications and concluded:

**Comment: Objection – Councillor Upcraft to submit formal objection.**

**SITE B**

(i) Application Reference: [P17/S3891/RM](#) (Reserved Matters)

Type: Major

Amendment: No. 1 – Dated 28<sup>th</sup> November 2017

Proposal: Phase 1 Reserved Matters comprising the construction of 125 dwellings, landscaping, sports pitches, allotments, estate roads and associated infrastructure. The outline application was considered to be EIA development and an Environmental Assessment was submitted in support of this application. This reserved matters submission has been the subject of a Screening Request. The local planning authority has determined that there is no requirement for additional environmental assessment in support of this submission (As per additional information received 28 November 2017)

Address: Land to the West of Wallingford (Site B) Phase 1

Councillors discussed and concluded:

**Comment: Proposed by Councillor Upcraft, Seconded by Councillor Hughes and**

**RESOLVED:**

**THAT** Councillors delegate to Councillor Lloyd the examination of this application in detail. The outcome of which Councillor Lloyd will give to the Town Clerk for her to respond to SODC.

(ii) Application Reference: [P17/S3969/FUL](#)

Type: Minor

Proposal: Construction of a temporary information centre for Land to the West of Wallingford (Site B) incorporation two fixed advertisements with a temporary access, car parking and landscaping.

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

(iii) Application Reference: [P17/S3970/A](#) (Advertisement Consent)

Type: Other

Proposal: construction of a temporary centre for Land to the West of Wallingford (Site B) incorporation two fixed advertisements with a temporary access, car parking and landscaping.

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

(iv) Application Reference: [P17/S4049/FUL](#)

Type: Minor

Proposal: Temporary Construction Access for a period of 7 years

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

(v) Application Reference: [P17/S4142/SCR](#)

Type:

Proposal: A request for an EIA Screening Opinion

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

(vi) Application Reference: [P17/S4183/A](#)

Type: Other

Proposal: Erection of 1 x non-illuminated signage board and 4 x flag poles

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

Councillors discussed Items (ii) to (vi) above and asked why these were included for full Council discussion? They all relate to a major application although each one on its own merits is not a major application. Following a discussion it was agreed that the Planning Terms of Reference need to be discussed at a future meeting. Furthermore, Councillor Holland raised her concerns over (vi) in that the positioning of the flag poles are contrary to SODC local plan. Item (iv) an objection could be submitted stating that taking out the trees is contrary to Wallingford emerging Neighbourhood Plan.

**Comment: Councillors concluded that Councillor Lloyd will respond to these consultations and an extension until the 21<sup>st</sup> December will be applied for.**

#### **468. PROPOSED OXFORD AND CAMBRIDGE EXPRESSWAY**

Councillor Lloyd explained the proposed routes of the Oxford and Cambridge Expressway, from the edge of Brightwell to Wittenham Clumps or via Culham. Councillors discussed and agreed that an objection to the Brightwell to Wittenham Clumps be submitted on the grounds that this is an area of national beauty and it will have an impact on tourism. It was Proposed by Councillor Upcraft, Seconded by Councillor Cripps and

**RESOLVED:**

**THAT** Councillor Lloyd submits to the Association of Local Council's Wallingford Town Council's objection to the proposed Brightwell/Wittenham Clumps route.

**469. 10 ST MARTINS STREET**

Councillors discussed the Town Clerk's request for approval to sign and use the Town Council's Common Seal on the lease for 10 St Martin's Street. It was Proposed by Councillor Lloyd, Seconded by Councillor Lester and

**RESOLVED:**

**THAT** Wallingford Town Council gives the Town Clerk permission to sign and use the Town Council's Common Seal on the lease for 10 St Martin's Street.

**2015 Hours – Here Councillor Cockman left the meeting**

**470. ACTIVITIES ON BEHALF OF THE TOWN COUNCIL**

Councillor Cripps – Municipal Charities

Councillor Upcraft – Regal work

Councillor Lester – Regal and Bull Croft working Party meeting

Councillor Holland – Neighbourhood Plan Steering Group

Councillor Lloyd – Neighbourhood Plan Steering Group, Planning work, Site B residents' problems, Royal Mail re light problems.

Councillor Whelan – Funding for the Food Bank.

**471. FUTURE AGENDA ITEMS**

<u>Committee</u>	<u>Lead</u>	<u>Anticipated Agenda</u>
Council		
Neighbourhood Plan	ClIr Norton	Rolling
County/District Councillors		Rolling
Site B and Infrastructure	ClIr Lloyd	Rolling
Sand and Gravel	ClIr Lloyd	Rolling
Site B and Infrastructure	Town Clerk	Rolling
Site E	ClIr Lloyd	Rolling
Castle Street Yard	ClIr McGregor	
Promoting the Town Hall	Suzanne Symons	2018
Standing Orders Amendment (Accounting Legislation)	The Town Clerk	
Internal and External Audit		Jan 2018

Including Precept Planning Committee Review Including Terms of Reference Wallingford Accessible Boat Club Mooring Charges Mooring Proposals		Jan 2018 Feb 2018
Parks Car Parking Use of Phone Boxes CCTV Rubbish	Cllr Davidson  Cllr Dolton	
Tourism		
Finance Internal auditor's recommendations, Properties, quarter accounts, bills schedules, etc.		
Personnel Full Evaluation of all job roles		October 2018
Planning		
Civic and Ceremonial Working Party Procedures and Protocols	The Mayor	
Bull Croft Working Party		