



Wallingford Town Council

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16th May 2018

2018-05-21 Council ba

To: All Members of Council

Dear Councillor,

You are hereby summoned to attend a meeting of Full Council **on the Monday 21st May 2018 at 7p.m in THE TOWN HALL, WALLINGFORD** for the transaction of business as set out on the agenda below.

Yours sincerely,

The Town Clerk

Before the start of the meeting and the formal business of the agenda is transacted, there will be a period of quiet reflection led by The Mayor

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 22 b(ii)

3. DECLARATION OF INTERESTS

A Councillor with voting rights who has a disclosable pecuniary interest or another interest as set out in our Council's Standing Orders code of Conduct (Item 13) in a matter being considered at a meeting is subject to statutory limitations or restrictions under code of conduct and his right to participate and vote on the matter (guidelines are available at the meeting and all Councillors have received a copy prior to the meeting)

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

5. MAYORS COMMUNICATIONS

6. COUNTY COUNCILLOR AND DISTRICT COUNCILLOR REPORTS (Total 15 Minutes)

- i) County Councillor Lynda Atkins (5 Minutes)
- ii) District Councillor Elaine Hornsby/Imran Lokhon (5 Minutes)

Questions regarding clarification from Councillors 5 Minutes.

7. MINUTES

- i) To sign as a correct record the Minutes of the Meeting of Council held on the 19th March 2018 as set out on pages 275 - 286 of the Minute Book.
- ii) Actions from Minutes

8. TO ADOPT THE FOLLOWING MINUTES

To adopt the minutes of the following committee meeting held in 2017 and 2018, copies previously signed as a correct record and circulated to Councillors:

| | | |
|----------------------------------|----------|---------------|
| Tourism and Economic Development | 04.12.17 | Pages 188-192 |
| Finance and Properties | 22.01.18 | 220-225 |
| Personnel | 06.02.18 | 239-243 |
| Planning | 12.02.18 | 244-251 |
| Planning | 26.02.18 | 261-264 |
| Planning | 12.03.18 | 270-274 |
| Planning | 26.03.18 | 287-291 |
| Planning | 09.04.18 | 292-295 |
| Planning | 23.04.18 | 299-303 |

9. APPOINTMENTS TO COMMITTEES AND OUTSIDE BODIES

Councillors to consider, following the agreed restructuring appointments to committees and outside bodies. See attached.

- (i) **Committees**
- (ii) **Outside Bodies including Working Groups to include:**
 - a) **Grant Working Party**

 - b) **New Arts Working Party**

c) New Working Party Events in the Town as per Minute number 608(ii)/03/2018:

It was Proposed by Councillor Cockman, Seconded by Councillor Holland and resolved that a working

group consisting of Councillors Cockman, Lester, District Councillor Hornsby, Mrs Blacker and The Responsible Finance Officer/Town Clerk be set up to fully discuss events in the Town.

d) New Outside Body – Pancake Race

10. POLICIES

Councillors to adopt the following polices:

i) Grants (attached)

ii) Media (attached)

iii) Pension Discretionary Policy (Recommendation from Personnel Committee Meeting held on the 16th April 2018 Minute Number 674/04/2018). (Paperwork attached) It was

Proposed by Councillor Titchener, Seconded by Councillor Kidley and

RECOMMENDED:

THAT the Pension Discretionary Policy is taken to full Council on the 21st May 2018 for adoption.

11. STANDING ORDERS, CODE OF CONDUCT, DECLARATION OF INTERESTS AND PROTOCOL

The Town Clerk. (Paperwork attached)

i) Amendment to Standing Orders – Councillors to adopt amendment.

ii) Councillor to remind themselves of the Code of Conduct, Declaration of Interests and Protocol.

12. GENERAL POWER OF COMPETENCE

To reaffirm that Wallingford Town Council meets the criteria to be eligible to use the General Power of Competency (attached explanatory paperwork). A resolution is required to affirm the use this General Power of Competency (Localism Act 2011, s 1-8 & (General Power of Competence) (Prescribed Condition) Order 2012). Resolution Required.

13. DEFIBRILLATOR SITUATED IN THE BULL CROFT

The Town Clerk to request that Councillors agree to move the previously agreed location of the Defibrillator to the outside wall of Bull Croft Park toilets. Resolution required.

14. FOOD BANK UPDATE

Councillors Lloyd/Whelan to report.

15. COUNCILLOR VACANCY

Councillors to vote on the election of a co-opted Councillor.

16. REGAL WORKING PARTY

The Mayor, Councillor Upcraft to give an update.

17. GRANTS WORKING PARTY

Councillor Norton to give an update.

18. RAF WORKING PARTY

Councillor Norton to give an update. Councillors to be asked to approve 2 engrossments for the event. See attached.

19. COMMUNICATIONS WORKING PARTY

The Mayor, Councillor Upcraft to give an update

20. NEIGHBOURHOOD PLAN WORKING PARTY

Councillor Lloyd to give an update.

21. TRAVELLERS IN WALLINGFORD

Following the recent encampment of the Kinecroft by travellers the Town Clerk and the Parks, Gardens, Allotments and Open Spaces Chairman recommend calling a special meeting on the 29th May to discuss.

22. RECOMMENDATIONS FROM COMMITTEES

a) **Bunting – Minute 333(ii)/10/17 refers** - £500 for town bunting was included in estimates. Councillors to approve that bunting may be erected from June to September each year. Resolution required.

b) **Finance Committee Recommendations from the meeting held on the 8th May 2018 – Councillors to resolve the following:**

i) It was Proposed by Councillor Lloyd, Seconded by Councillor Whelan and Recommended That The CIL money from the Hithercroft Industrial Estate is ring fenced for the Bull Croft Trust.

ii) It was Proposed by Councillor Lloyd, Seconded by Councillor Dolton and Recommended that the bad debts for the year be written off. (Councillors to receive confidential recommendation of the aged debtors).

c) **Tourism and Economic Development Committee Recommendation from meeting held on the 5th March 2018. Minute 611/03/2018 – Councillors to resolve the following:**

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

RECOMMENDED:

THAT some of the initial grant money could be spent on a feasibility study.

23. ACTIVITIES ON BEHALF OF THE TOWN COUNCIL

To facilitate minute taking councillors are requested to email a copy in prior to the meeting.

24. FUTURE AGENDA ITEMS

| <u>Committee</u> | <u>Lead</u> | <u>Anticipated Agenda</u> |
|-----------------------------|--------------------|----------------------------------|
| Council | | |
| Neighbourhood Plan | Cllr Lloyd | Rolling |
| County/District Councillors | | Rolling |
| Site B and Infrastructure | Cllr Lloyd | Rolling |
| Sand and Gravel | | Rolling |

| | | |
|---|--|--|
| Site E and Infrastructure Castle Street Yard Promoting the Town Hall Mooring Projects Proposals Youth Worker Air Quality/Bridge Closure Are You Ready for an Emergency | Cllr McGregor Suzanne Symons Cllr Lloyd Cllr Dolton Cllr Lloyd Public Participation | Rolling May 2018 June 2018 |
| Parks Castle ruins Car Parking Wilding Road and Radnor Road Play areas | Councillor Norton Councillor Davidson Councillor Baroni | |
| Tourism Use of the Town Hall for Events and refreshments that could be provided | | |
| Finance Investment Policy | | |
| Personnel Full Evaluation of all job roles Project Manager Role | | October 2018 |
| Planning | | |
| Civic and Ceremonial Working Party Procedures and Protocols | The Mayor | |

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 18TH MAY 2018. ALL REASONABLE ATTEMPTS WILL BE MADE TO ENSURE THAT THEY HAVE ACCESS TO THE MEETING. [NON CONFIDENTIAL REPORTS ARE AVAILABLE ON REQUEST.](#)