



Wallingford Town Council

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6th June 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 11th June 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.

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)

- Are You Ready for an Emergency – Jonah Maddocks, Emergency Planning Officer, SODC
- Christine McElhill, Community Banker – NatWest Bank
- Mark Brett – Car Rally

5. MAYORS COMMUNICATIONS

6. TERMS OF REFERENCE

To note the terms of reference for this Council (Copy attached).

7. HEALTH AND SAFETY

As agreed in Minute 430/11/2017 Councillors to note Section 2 – Responsibility is included as a statement on the first appropriate meeting of every Financial Year. See Attached.

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

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

Questions regarding clarification from Councillors 5 Minutes.

9. MINUTES

To sign as a correct record the Minutes of the Meeting of Council held on the 30th May 2018 as set out on pages 5 - 16 of the Minute Book.

10. 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:

Finance and Properties	08.05.18	304-309
Planning	09.05.18	310-316

11. APPOINTMENTS TO COMMITTEES AND OUTSIDE BODIES

- (i) **Committees – to note the changes made and that 2 more members are required for the Finance and Properties committee and 1 more for the Planning committee.
Resolution to adopt**
- (ii) **Outside Bodies including Working Groups – To note the changes and made and to note that Councillor Cripps has resigned from the Municipal Charities (any suggestions for a replacement?)
Resolution to adopt**

12. RECOMMENDATIONS FROM COMMITTEES

Councillors to resolve the Finance and Properties Committee Recommendations from the meeting held on the 30th May 2018 – Minute 48/05/2018 refers:

EXTERNAL AUDITOR REQUIREMENTS

a) Internal Audit

- i) To Receive The Internal Auditors report dated 22nd May 2018, final update 2017-2018
- ii) To Review the Effectiveness of the Internal Audit.

Proposed by Councillor Dolton, Seconded by Councillor Whelan

RECOMMENDED

THAT the contents of the internal auditor's report dated the 22nd May 2018 is satisfactory and that the internal audit is effective.

b) To Receive and Approve the Unaudited Accounts for the 2017/2018 Financial Year

The Responsible Finance Officer to seek approval for The Mayor and The Town Clerk to sign:

- i) Section 1 Annual Governance Statement 2017/2018 and The Mayor and Responsible Finance Officer to sign
- ii) Section 2 Accounting Statements 2017/2018

Councillors asked some questions for clarification purposes.

Proposed by Councillor Norton, Seconded by Councillor Dolton

RECOMMENDED

THAT the unaudited 2017/2018 accounts are received and approved. Section 1 – Annual Governance Statement 2017/2018, Section 2 Accounting statements 2017/2018 and the Responsible Finance Officer and the Mayor are authorised to sign them as a correct record.

13. SPORTS AND LEISURE STRATEGY

Councillor Baroni to lead a discussion.

14. REPORTS FROM COUNCILLOR Lloyd

- (i) White Cross Farm/Sand and Gravel
- (ii) Neighbourhood Plan Working Party
- (iii) Air Quality
- (iv) Site B And Infrastructure.
- (v) Site E

15. HISTORIC ENGLAND

To receive an update following Historic England visit to the Town Hall and the Town's ancient monuments and to reconsider Councillor Norton's report Minute 32/05/2018 refers.

16. OXFORD TO CAMBRIDGE EXPRESSWAY

Councillor Lloyd to appraise Councillors (see attached email). Councillors to consider joining the Expressway Action Group.

17. MERCHANT NAVY DAY – 3RD SEPTEMBER

Councillors to consider their involvement/support of Seafarers UK on Merchant Navy Day.

18. COUNCIL'S SUPPORT FOR THE ARMED FORCES COVENANT

Councillors to resolve their commitment to the Armed Forces Community by signing the Covenant. Draft wording attached. The Mayor.

19. STREET NAMES FOR SITE B – PHASE 1

Councillors to note the proposed street name (email attached). The Town Clerk.

20. REGAL WORKING PARTY UPDATE

The Mayor to ask for Council approval to engage the services of OCC's Procurement Team to move the Regal Project forward – Estimate for this service to be obtained first but cost is £60+VAT per hour.

21. CCTV AGREEMENT

The Town Clerk to ask for Councils approval to sign and seal the amended agreement once received.

22. THE FOOD BANK

To consider the ongoing use of the Bull Croft Lodge – The Mayor

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

Councillors to note that there will be a meeting of the Bull Croft Trust Charity prior to the Planning meeting on the 2nd July 2018 at 7pm.

<u>Committee</u>	<u>Lead</u>	<u>Anticipated Agenda</u>
Council Neighbourhood Plan County/District Councillors	Cllr Lloyd	Rolling Rolling

Site B and Infrastructure Sand and Gravel Site E and Infrastructure Castle Street Yard Promoting the Town Hall Mooring Projects Proposals Youth Worker/Beacon Project Worker	Cllr Lloyd Cllr McGregor Suzanne Symons Cllr Lloyd Cllr Dolton	Rolling Rolling Rolling 2018 September 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		October 2018
Planning		
Working Party Updates		Rolling

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 8TH JUNE 2018. ALL REASONABLE ATTEMPTS WILL BE MADE TO ENSURE THAT THEY HAVE ACCESS TO THE MEETING.

NON CONFIDENTIAL REPORTS ARE AVAILABLE ON REQUEST.