

WALLINGFORD TOWN COUNCIL

MINUTES

of the

Meeting of Council held in the Town Hall, Wallingford on
Monday 19th August 2019

PRESENT

The Mayor, Councillor Lee Upcraft

Councillors Beatty, Cattermole, Davies, Dolton, Kidley, McGregor, Prunier, Rennie and
Wilder

The Town Clerk, Mrs Paula Lopez
Officer in Attendance: Barbara Atkins

Note: The meeting was interrupted on several occasions by youths outside the Town Hall

213. APOLOGIES

Apologies for absence were received from Councillors Beauchamp, Hughes, Lester, Sinkinson, Whelan and County Councillor L. Atkins.

214. ADMISSION OF THE PUBLIC

Proposed by Councillor Upcraft, Seconded by Councillor Kidley 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: 26 Marking the Death of Senior National Figure,
27 Nominations for the Royal Garden Party
Confidential Minutes**

215. 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) Information for each Member was available at the meeting.

There were no declarations of interest.

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

No members of the public wished to participate.

217. VARIANCE OF ORDER OF BUSINESS

Signing of confidential minutes to be taken under confidential

218. DISTRICT AND COUNTY COUNCILLOR REPORTS

i) County Councillor Lynda Atkins – County Councillor Atkins had sent her apologies for non-attendance and no report was provided.

ii) District Councillors Levy and Roberts – There were no District Councillors present at the meeting and no report was provided.

1903 HOURS – HERE COUNCILLOR WILDER ARRIVED

219. MAYORS COMMUNICATIONS

i) Wilding and Andrew Memorial Service – Sunday 8th September meet at 2.50pm for Service at 3pm – It is the 75th Anniversary and would be much appreciated if all Councillors attend the Service and reception afterwards at the Masonic Centre.

ii) Wallingford Street Pastors – The Mayor gave an overview of the News letter.

iii) Food Bank – Based in Lidl Car Park – The Mayor gave an overview of the News letter. The Town Council wished it to be minuted that they thanked Lidl for allowing the food Bank to site their porta cabin in the Lidl car park.

iv) By-election – 5th September 2019 – The Mayor asked Councillors to encourage members of the public to vote.

v) Personal Safety in relation to Council Surgeries – guidance available – The Mayor thanked those Councillors that had supported the first surgery and urged Councillors to read the guidance.

vi) The Town Clerk will be on annual leave from 27th August 2019 to 9th September 2019.

vii) Castle Wall and Vandalism – The Mayor reported that vandals had damaged the listed Castle Wall which amounted to an approximate repair bill of £8,000 and although the costs would be largely covered by insurance, premiums would likely rise in the future to be paid from tax payer’s money.

220. MINUTES

To sign as a correct record the Minutes of the Meeting of Council held on the 15th July 2019 as set out on pages 57 - 64 of the Minute Book. Confidential Minutes to be approved later in the meeting.

It was Proposed by Councillor Prunier, Seconded by Councillor McGregor and RESOLVED: THAT the Minutes of the Meeting of Council held on the 15th July 2019 as set out on pages 57 -64 of the Minute Book, be signed by the Chairman as a correct record.

221. TO ADOPT THE FOLLOWING MINUTES

To adopt the Minutes of the following committee meetings held in 2019, copies previously signed as a correct record and circulated to Councillors:

Finance and Properties	01.04.19	264-268
Tourism and Economic Development	29.04.19	285-289
Planning	08.07.19	53-56
Planning	22.07.19	66-71

Proposed by Councillor Beatty, Seconded by Councillor Wilder and

RESOLVED: THAT the Minutes of the committee meetings as previously circulated to Councillors and listed above be adopted.

222. NEIGHBOURHOOD PLAN

The Mayor reported that the Neighbourhood Plan will be going for Public Consultation on the 30th August 2019 for 7 weeks and he urged Councillors to read and understand the policies prior to consultation as they would be expected, if necessary, to explain it to members of the public. The Mayor stated that he would circulate the latest copy to Councillors.

Referendum is likely to be early next year. Councillor McGregor asked that Councillors gratitude to the volunteers be recorded in the Minutes and he also thanked the Mayor for taking over the Neighbourhood Plan.

223. PLANNING COMMITTEE TERMS OF REFERENCE AND STANDING ORDERS

i) Council were asked to resolve reducing the Committee members to 8 with immediate effect and thereby amending the Standing Orders and Terms of Reference where appropriate.

It was Proposed by The Mayor, Seconded by Councillor Wilder and

RESOLVED: THAT with immediate effect the Standing Orders and Terms of Reference be amended in relation to reducing the Planning Committee to 8 Members.

ii) Council were asked to resolve that the planning committee has meetings every 3 weeks from the new Municipal Year 2020.

It was Proposed by The Mayor, Seconded by Councillor Prunier and RESOLVED: THAT the Standing Orders and Terms of Reference be amended in relation to the planning Committee having meetings every 3 weeks with effect from the new Municipal Year.

224. OUTSIDE BODY REPRESENTATIVE FOR NATIONAL ASSOCIATION OF LARGER COUNCILS (NALC)

See attached email from OALC. The Mayor and Town Clerk outlined the contents of the email and asked Councillors to nominate a representative. Following a brief discussion, the Mayor encouraged Councillors to consider putting themselves forward.

225. PRE-APPLICATION PROTOCOL POLICY TO BE RESOLVED – Referred from Planning Committee

Minute 152/07/2019 refers – Councillors were asked to resolve a recommendation from the Planning Committee in relation to adopting the Pre-application Protocol Policy. The Mayor advised that although this policy was good it would have to be changed once the Neighbourhood Plan was adopted as it would be necessary for the Town Council to advise developers on the Plan Policies.

It was Proposed by Councillor McGregor, Seconded by Councillor Cattermole and

RESOLVED: THAT the Pre-application Protocol Policy is adopted by Full Council and that it will be reviewed once the Neighbourhood Plan is in place.

226. WALLINGFORD TOURISM COMPANY PROPOSAL

Councillors had previously received a copy of the notes of the meeting between the Town Clerk and Mr Sefton. Councillors discussed in detail expressing their concerns over lack of detail, no independent review of the proposal, tying up Town Council assets, basing the business plan and success of the project on the rooftop restaurant, whether the town can support such a large scale proposal and that the Town Council should be progressing its own

projects. Councillors welcomed the proposal to encourage tourists out of Oxford and to work with Thames Travel and agreed that this should be explored further.

Councillors concluded their discussion and **it was Proposed by The Mayor, Seconded by Councillor Prunier and**

RESOLVED: THAT the Town Council cannot support the Wallingford Tourism Company Proposal in its current form however the Town Council wishes to continue to engage with Tony Sefton and would like to see a more detailed proposal that is independently validated. In addition the Town Council will not commit its assets irreversibly to any corporate structure which leaves it without a majority controlling interest and will continue with its own plans for its assets. Council remains open to considering how these might support revised plans.

227. POTENTIAL ECONOMIC AND TOURISM DEVELOPMENT MANAGER

The Mayor reported that the Tourism and Economic Development Committee had discussed the possibility of employing another member of staff, a full time Economic and Tourism Development Manager as the Sefton proposal had indicated that we could do more to promote the town and encourage a greater co-ordination of activities and opportunities. Councillors discussed in detail and stated that the specification warranted being full time and that it should be aimed at a professional that could also undertake grant applications. Councillor Cattermole asked if the role could be part time which Councillors discussed and it was suggested that this role could possibly be combined with the Market Town co-ordinator's role from next year however it was also thought that to catch events for next year it would be better to implement the new role in October. Councillor Dolton stated that he felt uncomfortable talking about this role in an open meeting as the new post would affect existing staff. The Town Clerk reported that the Market Town Co-ordinator was aware of this and pragmatic about her current contract ending in March 2020 when funding support from the District Council comes to an end. The Town Clerk also stated that the Market Town Co-ordinator would be at liberty to apply for any new role if it were implemented now or in March 2020.

Councillors concluded their discussions and **it was Proposed by The Mayor, Seconded by Councillor McGregor and**

RESOLVED: THAT The Town Clerk looks at the cost implications of a new full time post, Economic and Tourism Development Manager and prepares a job description for the role. The proposal will be discussed again at the next Full Council meeting.

228. THE REGAL

- i) **Roof Top Restaurant/Community Building** – The Mayor asked Councillors to confirm if the brief for the project should be updated to include a roof-top restaurant as part of the Wallingford Tourism Company proposal. The designs are required for a

business plan. Following a discussion **it was Proposed by The Mayor, Seconded by Councillor Dolton and**

RESOLVED: THAT the architects should be given a clear brief for The Regal to follow designs for a community building with no roof top restaurant.

ii)**Council Office** – Councillors were asked to resolve if the intention is for Council make use of the Regal as the base for its offices as had been discussed since the earliest days of the replacement project. Councillors briefly discussed and it was Proposed by the Mayor, Seconded by Councillor Beatty and

RESOLVED: THAT the Council Offices should be based in the ‘new’ Regal.

229. 9 ST MARTIN’S STREET

Councillors were asked to consider the future of this building, currently the Town Council offices and to decide, if appropriate, to either sell or redevelop in order to invest in the Regal project.

Councillors briefly discussed and **it was Proposed by The Mayor, Seconded by Councillor Beatty and**

RESOLVED: THAT The Town Council looks to maximize the value from this asset in order to invest in the Regal project and a report on the options should be produced.

230. MOORINGS/RIVER

Councillors had received in advance of the meeting a copy of the Moorings Action Plan Councillors Cattermole, Dolton, Prunier and Whelan are members of this working party. Councillor Cattermole gave an overview to Councillors and stated that the working party is now working on what is achievable on the action plan.

231. HISTORIC ASSETS WORKING PARTY

Councillor Dolton reported that the original brief for the working party had changed from being just a working party for a new roof for the town hall to include all of the Town Council’s historic assets. It is hoped that the working party will meet mid-September. In the meantime, The Town Clerk reported that she had asked two landscape architects to quote for producing a report for the work required on all the open spaces. The working party will be looking at how to obtain grants.

232. TOWN HALL WEDDINGS

Councillors were asked to approve a recommendation made by the Finance and Properties Committee. **It was Proposed by The Mayor, Seconded by Councillor Kidley and**

RESOLVED: THAT Full Council approves an increase in all charges for the events and

weddings in the Town Hall as per the recommendation made by the Finance and Property Committee on 7th August 2019.

233. CROWD FUNDING FOR AGATHA CHRISTIE STATUE

Councillor Beatty reported to Councillors the discussion that Members of Tourism and Economic Development Committee had in respect of Crowd Funding for the Agatha Christie Statue. The Christie family are likely to provide £30,000 toward the statue and there is £10,000 from Section 106 monies which leaves £20,000 to be raised which includes installation. Councillors discussed and concluded that they would support the recommendation.

It was Proposed by Councillor Beatty, Seconded by Councillor Prunier and RESOLVED : THAT Full Council supports an initiative to raise the money needed for The Agatha Christie Statue and installation by way of Go Fund Me/crowd funding or similar.

234. POLICY FOR FILMING IN/ON TOWN COUNCIL PROPERTY

Councillors were asked to approve recommendation made by Tourism and Economic Development Committee on the 12th August 2019. Councillors had a discussion about the charges that the Town Council could impose and Councillor Rennie reported that Oxford City Council had a robust policy in place. The Town Clerk reported on previous charges made by the Town Council. Following a discussion, Councillor Beatty stated that The Market Town Co-ordinator had completed a good piece of work, **it was Proposed by The Mayor, Seconded by Councillor Beatty and**

RESOLVED: THAT Full Council adopts the Policy for Filming in/on Town Council Property.

235. PLANNING APPLICATION R3.0143/18 PROVISION OF NEW CAR PARK

Provision of a new 64 space carpark, comprised of a 43 space formally laid out paved parking area with an overflow grass-protected area providing the additional 21 spaces. Works include the adaption of the existing site opening and installation of an access barrier" (Car Parking on St George's Road as part of Wallingford School expansion plans)

The Mayor stated that he considered these plans to be a step-backward compared to the previous ones. There is a reduction in the number of available spaces (64 down from 100), more of the field is fenced off reducing its ability to support limited public use during major events, and it required the closure of the parking bay on St Georges Road which would impact public use for events in the Bull Croft – most notably for the Crowmarsh Youth Football teams. He stated that he is disappointed that County and District Councils refused to reconsider use of the field for public car parking, and that the current plans would only exacerbate the problems in town.

The Mayor had spoken with the trustees of the school, and whilst regretting that a more inclusive solution could not be found, accepts that the school urgently needs to expand and this parking is essential. The trustees assured him that they would continue to explore ways for the parking to be used to support the community where possible, and in particular would look to assist Crowmarsh Youth Football during out of school hours.

Councillors discussed and **it was Proposed by The Mayor, Seconded by Councillor Dolton and**

RESOLVED: THAT the Town Council did not object to the plans but commented that they would like options to be kept open for public car parking on this site.

236. PRECEPT 2020/2021

The Mayor reported that now was the time for Councillors to consider what they would like to see included in the estimates which form the Precept for next year. Estimates for the precept are the running costs of the Council. The Responsible Finance Officer will be sending out an email to all Councillors and staff regarding this.

237. ACTIVITIES ON BEHALF OF THE TOWN COUNCIL

The Mayor - Regal Working Party; St George’s Day Planning; Neighbourhood Plan briefing to District Councillors; Fisher Fittings – 50th Anniversary Celebration; Bull Croft/LAPD updates; Town Councillor’s Surgery; Tourism company proposals discussions; Neighbourhood Plan; Discussions with Wallingford School trustees re car park on St George’s Road

238. FUTURE AGENDA ITEMS

<u>Committee</u>	<u>Lead</u>	<u>Anticipated Agenda</u>
Council		
Neighbourhood Plan		Rolling
County/District Councillors		Rolling
Site B and Infrastructure		Rolling
Site E and Infrastructure		Rolling
Promoting the Town Hall		Rolling
Telephone Boxes		
Air Quality		
Goldsmith Lane – One Way		
Apprenticeships		
Lidl Crossing	Cllr Lester	October
9 St Martin’s Street		
Litter bins at Lidl	Cllr Dolton	October
Planning Committee		
Members/Quorum	Cllr Wilder	

Mooring Proposals Historic Assets Working Party Equipment Bank Protection of War Memorial	The Mayor Cllr Kidley	October
Parks Castle ruins The Pond		
Tourism Markets Future High Street Fund		
Finance Commission Grants		
Personnel Full Evaluation of all job roles		
Planning		

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