

WALLINGFORD TOWN COUNCIL

MINUTES

of the

Meeting of Council held in the Town Hall, Wallingford on
Monday 11th March 2019

PRESENT

The Mayor, Councillor Lee Upcraft

Councillors Beatty, Cripps, Davidson, Dolton, Hughes, Kidley, Lester, Lloyd, McGregor, Norton,
Stead, Whelan and Wilder

The Town Clerk, Mrs Paula Lopez
Officer in Attendance: Barbara Atkins (Minute Taker)

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

588. APOLOGIES

Apologies for absence were received from Councillors Baroni and Titchener.

589. ADMISSION OF THE PUBLIC

It was Proposed by Councillor Kidley, Seconded by Councillor Whelan 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 18 – Neighbourhood Plan expenses

Agenda Item 19 - Councillors to consider an engrossment for a key member of the community.

1905 Hours – Here Councillor Beatty arrived

**Due to public participation it was Proposed by The Mayor, Seconded by Councillor Cripps and
RESOLVED: THAT agenda item 15 is discussed after agenda item 4**

590. 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

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

i) Mr Derrick Hoare – Wallingford Partnership Ltd – Mr Hoare reported that the Wallingford Partnership Ltd had been formed in 2007 when the Mayor in office had approached 7 people to be part of the partnership which was formed to spend a total grant allocation of £225,000 to improve the town's infrastructure. The project had included the town's Wi-Fi, signage, flags, etc. The Partnership had received an award in recognition of how well they had worked together. Today there were 4 members of the Partnership still standing, Elaine Hornsby, Wyll Willis, Lynda Atkins and himself. In recent years the Partnership had run the St George's Day Celebrations on very limited funds. This year sadly, due to the increased cost of insurance and the limited grants available, would be the last year that they would run St George's Day as there would not be enough funds to continue. The Wallingford Partnership were proposing to transfer any residual funds once all liabilities had been met to the 1155 Club.

The Mayor thanked Mr Hoare and Wallingford Partnership Ltd.

ii) Stuart Mount – Wallingford Sports Club Licensing Application – Mr Mount explained that the variation of license application was to facilitate the mass exit of people that attend Rugfest as they hoped that if there was a phased exit with the bar still being open that would be more neighbourly. Councillor McGregor queried if they could apply to have Temporary Event Notice instead however this is limited to just 500 people attending.

592. WALLINGFORD SPORTS CLUB – LICENCE APPLICATION AMENDMENT

Councillors re-considered the recommendation made by the planning committee following a request from Rugfest.

Councillors considered the difficulty in helping the event organisers but they also needed to be mindful regarding local residents. Councillors believed that music should not go beyond

11pm at night but had no objection to the Hithercroft club building staying open to 1 am during Rugfest. It was Proposed by Councillor Upcraft, Seconded by Councillor Lloyd and

RESOLVED: THAT Councillor Lloyd contacts both the District Council and Rugfest to advise them that if the Sports Park is prepared to re-word the application to guarantee that music in the marquee ceases at 11 pm, Wallingford Town Council will be happy to re-consider the application.

593. MAYORS COMMUNICATIONS

i) Town Hall – Heritage Open Days on Thursday 14 March 2.00-4.00pm, Saturday 16 March 10.30 – 12.30pm, Thursday 28 March 2.00-4.00pm – Town Information Staff are running these and Suzanne has already run two and has had very positive feedback from the people that have attended. The Mayor thanked the staff involved.

ii) Town Hall Event – The Mayor read out in full a thank you letter received from a happy hirer and thanked staff stating that this was good use of the Town Hall

iii) Annual Town Meeting Feedback – The Mayor stated that following this meeting he would contact the police superintendent (car parking issues) to arrange a meeting, the Town Clerk stated that she had received an email from the new superintendent who was hoping to arrange a meeting. The Mayor also stated that he was also hoping to meet with Ian Hudspeth, Leader of the County Council in respect of St George’s Road parking.

iv) Oxford City Services – The Mayor, Councillor Lloyd and the Town Clerk had met with Oxford City Service who dealt with the administration and procurement of estates to see if their services would be useful to the Town Council. Councillor Dolton asked if he could be included in future meetings.

v) Ex-Mayor and Councillor Pat Granados – The Mayor visited Ms Granados and took a bouquet of flowers from the Town Council. Ms Granados had been pleased to see him and receive the flowers.

vi) Mrs Jean Calvin Thomas – Councillor Lester and The High Steward, Mr Lester visited Mrs Calvin Thomas (Ex-Mayor’s wife). She had been very pleased to see them and had been thrilled with the flowers which they had taken.

vii) The High Steward’s Award – The Mayor announced that the Volunteer Centre would receive this award at Mayor’s Sunday.

viii) Rainbow Pre-school – The Mayor stated that Rainbow were concerned about the trees situated by the pre-school and that this was being looked into.

594. MINUTES

To sign as a correct record the Minutes of the Meeting of Council held on the 11th February 2019 as set out on pages 221 - 231 of the Minute Book.

Corrections: Minute 538 – Community-led Services Survey

Minute 542 – Decriminalisation not decimalization

Proposed by Councillor Kidley, Seconded by Councillor Whelan and RESOLVED: THAT following the corrections above the Minutes of the meeting of Council held on the 11th February 2019 as set out on pages 221 – 231 of the Minute Book be signed by the Chairman as a correct record.

595. TO ADOPT THE FOLLOWING MINUTES

To adopt the minutes of the following committee meeting held in 2018 and 2019, copies previously signed as a correct record and circulated to Councillors:

Tourism and Economic Development	05.11.2018	Pages 143-146
Planning	14.01.2019	200-204
Planning	28.01.2019	211-214
Planning	11.02.2019	232-244

Proposed by Councillor Lloyd, Seconded by Councillor Whelan and RESOLVED: THAT the Minutes of the committee meetings as previously circulated to Councillors and listed above be adopted.

596. ELECTIONS FOR COUNCILLORS – CRITERIA FOR CANDIDATES

The Mayor stated that Councillors could find lots of election information by following the link www.electoralcommission.org.uk

The Town Clerk and the officers may also be contacted if you have any queries.

597. COUNCILLORS – CODE OF CONDUCT

Councillor Kidley reminded Councillors that it was up to individual Councillors to declare if they have a pecuniary interest or personal interest in any agenda items. The Town Clerk stated that the onus was on individual Councillors as they would have to deal with any consequences of non-disclosure.

598. PARKS AGREEMENT

Councillors discussed the revised Parks Agreement. Councillor Dolton questioned the wording of Condition 5 stating that this wording could prevent users from setting up and could it be clarified more fully. It was Proposed by Councillor Lloyd, Seconded by Councillor Hughes and

RESOLVED:

THAT The Town Clerk reviews the wording, rewords condition 5 regarding the times of setting up and disturbances and circulates the amended conditions to all Councillors for their approval.

Councillors also discussed the requirement for £10million public liability insurance and concluded that this should stand.

599. HEALTH AND SAFETY

Councillors noted the contents of Ellis Whittam (Consultants) report and in particular Section C in the summary. It was Proposed by Councillor Norton, Seconded by Councillor Lloyd and

RESOLVED:

THAT it be shown in the Minutes that the Town Council recognises and thanks Mrs Ruth Saunders for all her work on ensuring that the Town Council is compliant in Health and Safety.

600. COUNCIL TO AGREE TO SIGN AND SEAL THE ADP CONTRACT

Councillors considered to resolve that the Town Clerk has permission to use the Council Seal, if required, on the contracts necessary to reach RIBA Stage 3 on the Regal (as agreed at last Full Council Meeting Minute 528(ii)). It was Proposed by The Mayor, Seconded by Councillor Lloyd and

RESOLVED:

THAT The Town Clerk may sign and seal the ADP contract to reach RIBA Stage 3 on the Regal.

601. CASTLE YARD PARKING

Councillor McGregor started the discussion stating that he rented 2 car parking spaces but he wished to raise his concerns over the condition of the car parking area but would not take part in any voting. Councillor McGregor stated that the parking area was not maintained properly and there was no system in place to penalize people who parked illegally. Also, delivery lorries use the area and cause damage, could wayleaves be enforced? A restaurant in the immediate area was causing problems with the disposal of its food waste. Councillor McGregor hoped that Council could come up with a solution to the problem. Could the users that paid for car parking put something in place at their own cost such as bollards? Councillor Cripps stated that that she had no personal interest in the area other than the users constantly complained to her about the state of the place, surfacing was dreadful, there was no maintenance of area, lighting was inadequate and there were numerous potholes. Councillors discussed in detail stating that the cost of resurfacing, wayleaves, problems with delivery lorries and asked what budget is available for upgrading the area. It was Proposed by Councillor Norton, Seconded by The Mayor and

RESOLVED:

THAT the Town Clerk ascertains the cost of resurfacing the Castle Street Yard parking area and improving lighting. The problem with delivery lorries and wayleaves is to be investigated. The Town to ascertain if there is any budget to cover the cost of work in this area

602. ACTIVITIES ON BEHALF OF THE TOWN COUNCIL

i) **River Users** - Councillors received Councillor Whelan's notes on the River Users meeting which she attended on 28th February 2019. The Mayor thanked Councillor Whelan.

ii) **Walter Bigg Trust** - Councillors considered a new representative for the Walter Bigg Trust. Councillor Hughes gave an overview of the trustee's role and how often the trustees meet. Councillor Lester offered to take on the representative role and it was Proposed by Councillor Whelan, Seconded by Upcraft and

RESOLVED:

THAT Councillor Lester is nominated to be the Walter Bigg representative on behalf of Wallingford Town Council.

iii) Activities on Behalf of The Town Council

The Mayor: New Headteacher for Wallingford School presentations; Wallingford museum refurbishment opening; Regal Working Party – first meeting with architects; High Steward of

Wallingford’s award review; St David’s Day celebrations; Pancake Race; Oxford Direct Services discussions; Lord Mayor of Oxford’s Charity Dinner.

Councillor Whelan: Wallingford museum refurbishment opening; Regal Working Party, Pancake Race; Meeting with the Portcullis Club; Rivers Users Group; Town Council Photograph and meet prospective new councillors.

Councillor Lester thanked Councillors and staff for their support of the Pancake Race.

603. NEIGHBOURHOOD PLAN

Councillor Norton gave Councillors a progress report in that Mr Peter Starr was back project managing the Neighbourhood Plan. The draft Neighbourhood Plan would be submitted to the District Council by the end of April for admissions, amendments and additions. Councillor Norton announced that she and Councillor Lloyd had been involved with the Neighbourhood Plan since it started but there had been a variety of Councillors dipping in and out. Councillor Norton and Lloyd are not standing for Council again but Councillor Lloyd will continue to support the Neighbourhood Plan but not as a Councillor. The Town Council are submitting the policy and therefore Councillors must support the plan.

604. NEW MAYOR FOR THE 2019/2020 MUNICIPAL YEAR

It was Proposed by Councillor Whelan, Seconded by Councillor Norton and

RESOLVED:

THAT Councillors Upcraft (current Mayor), Councillor Kidley and Davidson will stand for election as Mayor of Wallingford for the 2019/2020 Municipal Year.

The Town Clerk and Senior Officer distributed the voting slips. Following the ballot vote it was further

RESOLVED:

THAT Councillor Upcraft (current Mayor) be elected as Wallingford Town Council’s Mayor Select for the 2019/2020 Municipal Year.

The Mayor thanked Councillors for their support.

605. FUTURE AGENDA ITEMS

<u>Committee</u>	<u>Lead</u>	<u>Anticipated Agenda</u>
Council County/District Councillors Site B and Infrastructure Sand and Gravel Site E and Infrastructure		Rolling Rolling Rolling Rolling

Promoting the Town Hall Telephone Boxes – Use of Air Quality	Suzanne Symons	
Parks Castle Ruins		
Tourism Use of the Town Hall for Events and refreshments that could be provided Agatha Christie		
Finance Investment Policy Community building on the parks yard Draft Income/Strategy Policy Spreading Treasury Stock Grants, as required Investment into Allotments Castle Street Yard Parking External Audit Requirements		
Personnel Health and Safety Training Requirements and Training completed by staff		
Planning White Cross Farm Sand and Gravel	The Mayor	20/5
Working Party Updates Neighbourhood Plan Civic & Ceremonial Bull Croft Trust Communications Regal Town Hall	The Mayor Cllr Baroni The Mayor The Mayor Cllrs Dolton/Wilder	