

**WALLINGFORD TOWN COUNCIL**

MINUTES

of the

Tourism and Economic Development Committee held in the Town Hall, Wallingford

on

Monday 29<sup>th</sup> April 2019

---

PRESENT

The Mayor, Councillor Lee Upcraft

The Chairman, Councillor Beatty

Councillors Hughes, Lester and Stead

Mrs Sue Ross of the Town Information Centre

Market Town Co-ordinator Mrs Blacker

District Councillor Hornsby

Senior Officer Mrs Barbara Atkins

**673. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillor McGregor

**674. ADMISSION OF THE PUBLIC**

*There were no admissions of the public.*

**675. 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.*

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

**Darren Townsend, Big Small Shop** – Mr Townsend introduced himself as a partner and manager at Carl Woods Butchers and stated that he and his wife had recently set up a company called The Big Small Shop. This new company is for businesses to trade and work alongside one another by offering their products to sell with a delivery service via a website. Initially it will be free for the first 3 months and will be launched in July. Mr Townsend asked for the Town Council's support. Following a few clarifying questions such as how much the cost will be later - *£25 per month*, who is designing the website – *a good local website provider* and what support is offered – *24 hour support*. Participants in Wallingford and within a 5 mile radius will have a web page for their £25.00 where they can list their products and list their service, there is no limit per shop, a local courier service will do the deliveries, a click and collect service will also be available, purchases are by a Stripe account with refunds by individual traders. Hopefully in the future goods will be sent out in re-usable packaging.

Councillors were in support of the venture and stated that they could support it by announcing the venture in an article in the council newsletter.

Mr Townsend was thanked for attending the meeting.

## **677. MINUTES**

To sign as a correct record the Minutes of the Tourism and Economic Development Committee meeting held on the 18<sup>th</sup> February 2019 as set out on pages 236 to 239 of the Minute Book, copies distributed to Councillors.

**Correction: Councillor Stead was not present at the meeting.**

**Proposed by Councillor Lester, Seconded by Councillor Upcraft.**

**RESOLVED: THAT** following the above correction the Minutes of the Tourism and Economic Development Committee meeting held on the 18<sup>th</sup> February 2019 as set out on pages 236 to 239 of the Minute Book, copies distributed to Councillors, copy attached to the minute book be signed as a correct record

## **678. MARKET TOWN CO-ORDINATOR'S REPORT**

The Market Town Co-ordinator, Mrs Blacker had distributed her report in advance of the meeting which was noted by members. The Market Town Co-ordinator advised that she was working closely with The Town Hall Events Manager with regard to a film company that wished to film a ceremony in the Castle Gardens. This would be a good promotional opportunity for Wallingford. Members discussed and reported that they wished the film company to be charged for the use. Mrs Blacker noted Members comments.

**Action: Market Town Coordinator to draft a policy for filming in/on Town Council property.**

#### **679. AGATHA CHRISTIE UPDATE**

Mrs Blacker advised that the grant from LEADER was pending and that she, Judy Dewey and Councillor Beatty would be called to the panel decision meeting.

#### **680. MARKETS IN WALLINGFORD**

Minute 567/02/2019 refers. Councillor Beatty stated that the way forward is dependent on what the Town Council decides it wants to achieve with the markets. The footfall for the Farmers/Independent market was not good and Members were concerned about the accuracy of the revenue figures, Mrs Blacker was asked to check the figures. Councillor Beatty stated that all traders should have a contract, code of conduct and payment should be via BACS rather than the Responsible Finance Officer having to collect cash from the Charter Market Traders.

Members believed that the Town Council should be looking to the Farmers Market Association to source an affiliated farmers market.

Members concluded as follows: **Proposed by Councillor Upcraft, Seconded by Councillor Beatty and**

#### **RESOLVED: THAT**

- i) The Town Council should decide what it wants to achieve with the markets
- ii) New administrative procedures should be put in place.
- iii) The Farmers/Independent Market trading including footfall should be reviewed and a 6 month's deadline should be considered. The Mayor, Councillor Beatty and the Market Town Co-ordinator to arrange a meeting with the organiser.

**Action: Future Agenda Item**

#### **681. FUTURE HIGH STREETS FUND**

Members had all received a copy of Future High Streets Fund - Call for proposals report. Councillors briefly discussed stating that this would need to be discussed fully as the next round of funding is in 2020.

**Action: Defer to next meeting**

The Market Town Co-ordinator had received an email from a local potter who was interested in joining forces with other local businesses to sell her wares from a permanent shop based in Wallingford - The lady in question was wondering if the Future High Street Fund along with the Town Council would be able to assist. Members discussed and stated that although they were supportive they required more detail including a business plan although the Council would be unable to support financially.

**Action: The Market Town Co-ordinator was asked to respond.**

#### **682. TWINNING**

The Mayor brought to Members attention a request that he has received from Luxeuil-le-Bain who wished to re-establish links with Wallingford, this year is the 40<sup>th</sup> anniversary of Wallingford's twinning with them.

Members discussed stating that Twinning was good for tourism and culture but what was needed was some interest from local residents to re-establish links. It was stated that Thame Town Council have strong links with their Twinned towns and it was suggested that a representative be invited to a meeting to report on how they had achieved their relationship. Members suggested that an exchange of website photos could be undertaken with Luxeuil-le-Bain. The Mayor stated that he would write to Luxeuil-le-Bain.

**Actions: Invite Thame Representative to next meeting, Mayor to write/exchange photos with Luxeuil-le-Bain.**

#### **683. STATISTICS AND REPORT FROM THE TOWN INFORMATION CENTRE**

Members had received a copy Mrs Ross's report. Mrs Ross gave an overview of the statistics including that most of their visitors had been local and that there had been fewer coaches. The new merchandise via Sportswize is due to arrive soon.

#### **684. COMMUNICATIONS WORKING PARTY**

The Chairman, Councillor Upcraft reported that fortnightly email newsletters were ideal but he could not support this unless other Councillors came forward to assist, therefore at the moment the newsletters are monthly. The Market Town Co-ordinator is working on the Community directory at present and also keeping an eye on social media. With regards to the new Sportswize merchandise it is too early to know how successful this will be. Members suggested that the newsletter include a business/community focus. Councillor Beatty and District Councillor Hornsby stated that they would try to encourage local businesses to submit articles.

#### **685. EVENTS**

##### **Future Events Noted**

12<sup>th</sup> May – Vehicle Rally and Parade

Band Concerts – 2<sup>nd</sup> June, 23<sup>rd</sup> June, 14<sup>th</sup> July and 11<sup>th</sup> August

15<sup>th</sup> June – Carnival

13<sup>th</sup> and 14<sup>th</sup> July - Festival of Cycling

18<sup>th</sup>, 20<sup>th</sup> and 21<sup>st</sup> July – the Wallingford Project – Stuart Emerson's Photography Project

30<sup>th</sup> August – 1<sup>st</sup> September – BunkFest

6<sup>th</sup> – 8<sup>th</sup> September – Agatha Christie Weekend – Museum/Town Hall

**686. FUTURE AGENDA ITEMS**

Markets

St George's Day

Future High Street's Grant

Meeting Closed at 8.25pm