

**WALLINGFORD TOWN COUNCIL**

**MINUTES**

**of the**

**Virtual TEAMS meeting of Full Council on the Monday 22<sup>nd</sup> February 2021 at 7p.m**

PRESENT

The Chairman, Councillor Rob McGregor

Councillors Beauchamp, Cattermole, Dolton, Harris, Holford, Hughes, Keats-Rohan, Kidley, Lester, Sinkinson, Whelan and Wilder.

Responsible Finance Officer: Michelle Taylor

Senior Officer in Attendance: Barbara Atkins (Minute Taker)

Administration Officer: Tracey Collins

Approximately 16 members of the public along with County Councillor Pete Sudbury and District Councillors Sue Roberts and George Levy were present

**633. THE CHAIRMAN TO ADVISE THOSE IN ATTENDANCE OF THE PROTOCOL FOR THE MEETING**

The Chairman welcomed everyone to the meeting. The protocol for the meeting had been sent out in advance and attendees were reminded to mute themselves when not speaking.

**634. APOLOGIES**

Apologies were received from the Town Clerk and Councillor Beatty.

**635. 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 and that the papers relating to these items remain confidential 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:	24. Confidential Minutes
	25. Recommendation from Personnel regarding staffing
	26. Aged Debtors
	27. 10 ST Martins Street
	28. Fast Central Ltd

### **636. 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.

Councillor McGregor declared an interest in Agenda item 27 – 10 St Martin's Street

Councillor Kidley declared an interest in Agenda Item 11 Cholsey and Wallingford Railway.

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

**i) Dr Stead – Cholsey and Wallingford Railway** – Dr Stead's presentation had been sent out in advance of the meeting and he gave an overview of the land, canopy and food pods that are on the Council's land which the railway rents. The level crossing is in a bad state and Dr Stead asked that the Town Council put pressure on the County Council to get them to repair and maintain this. The food and coffee pods had been useful during Covid and the coffee pod particularly so as it was well used by cycle groups. The railway receive a donation from the owners of the pods which has been helpful during lockdown. Cholsey and Wallingford Railway have big plans for Christmas 2021 and are expecting large numbers of people therefore they hope that Wallingford Town Council will assist with the transportation of visitors.

**ii) Mr Upcraft – Agenda Item 17** – Mr Upcraft spoke about his concerns regarding the CIL calculation for the Portcullis Club site. Mr Upcraft believes that the developers calculation is incorrect because he is claiming existing use of the Portcullis Club which gives building exemption and thereby a reduction in CIL money due of around £78,000. The Town Council proportion of this would be £12,000. Mr Upcraft stated that as everyone knows the Portcullis Club was not in use in 2017. Mr Upcraft stated that he had asked the District Council to look into this but he did not believe the Town Council should allow use of the Kinecroft when the matter of loss of CIL money was outstanding.

District Councillor Levy stated that he had been following up on this and had been in contact with Paula Fox at SODC who should have contacted Mr Upcraft.

**iii) Andy Tunstall - The Green Group** - Mr Tunstall gave an overview of the service that IDDEA give regarding providing low cost solar PV installations. The Green Group are the marketing consultancy for IDDEA. So far 13 towns in the UK had been contacted including Henley, Thame and

Haddenham in this area. By focussing on one town at a time IDDEA are able to offer installations at a reduced cost. Councillor Wilder asked about warranties and Councillor Whelan queried installations on listed buildings (not possible) and conservation area (not facing road). Councillor Kidley was concerned about the use of Town Council's logo but the Chairman reminded Councillors that this would be discussed later.

**iv) Catherine Somerville – Sustainable Wallingford** – Miss Somerville spoke in support of solar energy and stated that having looked at many companies she supported IDDEA and the package they offered although residents could go anywhere they chose.

**v) Tim Coleman - Developer of Portcullis Site** – Mr Coleman stated that Mr Upcraft's presentation earlier was disgraceful, inferring and misleading. With regards to his submission to the District Council he had filled in the forms and the District Council calculate the CIL money. Furthermore Mr Upcraft's comments should not be taken into account when Council discussed his request to use the Kincroft.

**vi) Liam O'Brien – Wallingford Radio** – Mr O'Brien thanked the Town Council and public for their support during Wallingford Radio's 24-hour fund-raising event.

Councillor McGregor thanked all members of the public.

## **638. COUNTY AND DISTRICT COUNCILLOR REPORTS**

### **(i) County Councillor Pete Sudbury's report (full report attached) covered:**

County Councillor Sudbury gave an overview of his report and stated that on the 25<sup>th</sup> February there would be a delegated discussion about the loss of parking places in St George's Road which he would be attending as he believed these were being removed more for convenience than safety. In addition traffic was on the increase with proposals for a Didcot Bypass and express flyover. County Councillor Sudbury had managed to secure the services of a Senior Consultant and he would like the Town Council's help with 2 or 3 Councillors joining the group. The main problems are in the town centre.

Councillor Hughes reminded Councillors that originally Council had believed that residents would be able to use the new St George's Road car park at the weekends but this had proved not to the case.

### **(ii) District Councillor Levy reported (report attached) as follows:**

- Supporting Wallingford Radio
- Supporting Cholsey and Wallingford Radio
- Scrutiny Meeting on 1<sup>st</sup> March – would any Town Council's attend and support
- Radnor Road area using Section 106 monies is progressing
- SODC's part of the council tax is an increase of £5 per Band D property
- Reduce energy use by using as little as possible and insulating your home
- Solar energy goes into the grid.

Councillor Wilder asked if the District Council had received any bids for the site at Crowmarsh which they would no longer be using as residents were asking. Councillor Levy responded that he would like to see a doctor's surgery there but he was not aware of any decisions. The District Council's finances were not good following the support given for Covid. The new District Council Offices in Didcot needed to be built but it was possible that the District Council might sell/use the Crowmarsh site for housing.

**iii) District Councillor Roberts full report is attached and she highlighted the following points:**

- Organic Gardeners produce was being badly affected by climate change with the ground water logged affecting crops. There is a climate emergency.
- Local Plan – The high housing targets means there will a lot of speculative developers hoping to grab more land.
- Civil Aviation at Chalgrove – The prospective housing development is of concern as ejector seats are tested there.
- Wallingford's Neighbourhood Plan is safe according to those who have worked on it.
- Director of Bioabundance Community Interest Company – Overview of company's interests
- Brownfield Sites

Councillors queried the failure of delivery to the local plan and the effect on housing.

Councillor McGregor thanked everyone for their contributions.

#### **639. VARIATION OF ORDER OF BUSINESS**

There was no variation in order of business.

#### **640. CHAIRMAN'S COMMUNICATIONS**

i) Councillor Newcombe – The Chairman welcomed Councillor Newcombe to the meeting and stated that he looked forward to working with him.

ii) High Steward's Award – A reminder of the deadline of the 31<sup>st</sup> March 2021.

lii) Wallingford Radio – The Chairman thanked them for their 24 hour event

iv) Polling Cards for Election – Councillor were asked if they wished to use polling cards. The Town Clerk needed a response by the end of day tomorrow (23<sup>rd</sup> February). The cost would be £3,000 to £4,000 but the election would need to be well advertised. Councillor Hughes reminded Councillors that there was money in budget for elections.

#### **641. MINUTES**

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

**RESOLVED: THAT** the minutes of the Full Council Meeting held on 11<sup>th</sup> January 2021 on pages 236 - 244 and the Extraordinary meeting of Council held on the 25<sup>th</sup> January on pages 256 - 258 copies circulated previously to Councillors, be signed by the Chairman as a correct record.

#### **642. TO ADOPT THE FOLLOWING MINUTES**

To adopt the minutes of the following committee meetings held in 2020/2021, copies previously signed as a correct record and circulated to Councillors:

Parks, Gardens, Allotments and Open Spaces	14/09/2020	Pages 125-128
Personnel	19/10/2020	Pages 165-170
Finance and Properties	30/11/2020	Pages 208-212
Planning	13/01/2021	Pages 246-249

It was Proposed by Councillor Lester, Seconded by Councillor Kidley and

**RESOLVED: THAT** the minutes of committee meeting listed above, copies previously signed as a correct record and circulated to Councillors, be adopted by Full Council.

#### **643. CHOLSEY AND WALLINGFORD RAILWAY**

Councillors to discuss extending lease and the siting of café and sandwich carts. Councillor Holford had reviewed the lease and also sent a summary of what needed to be considered to Councillors.

Councillor Holford thanked Tony Stead and stated that Wallingford Town Council wished to continue to support the railway. The following needs to be considered:

i) **Extension of lease** which has just 13 years to run and grant applications require a minimum of 25 years. 99 year lease could also be considered. Purchase options should be dealt with separately.

ii) **Canopy** – Consent to erect was given on the 19<sup>th</sup> February 2018 with the Railway picking up the costs of having it added to the lease. However approving the plans needs to be resolved.

iii) **Food/Coffee Carts** – The current lease does not cater for allow for sharing and it does not appear that the Town Council has a written agreement in place. The carts could perhaps be moved to Lidl land or a variation in the lease is required. Consent has to be given for flags to be erected as well. The only use in the lease is for a light railway.

The Town Council are grateful that Cholsey and Wallingford Railway have continued to pay their rent during the pandemic.

Councillors had a detailed discussion and concluded as follows:

It was Proposed by Councillor Harris, Seconded by Councillor Holford and

**RESOLVED: THAT** Wallingford Town Council will pursue with their lawyers a 25 year extension to the current lease which expires in 2034.

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

**RESOLVED: THAT** Wallingford Town Council will pursue with their lawyers a variation to the lease to allow a specific coffee cart to trade on land at the railway that is owned by the Town Council. This is to be subject to written agreement and confirmation that the railway and/or the 'named' coffee cart that they have full insurance including public liability for the purpose of said trade. The 'named' coffee cart to also seek written permission from the Town Council.

Councillor Holford advised that the Town Council need to have consented in writing to the plans for the canopy at the railway. **Future Action.**

#### **644. SITE B ALLOTMENTS**

Council McGregor gave an overview in relation to the latest update from our solicitor in that the Town Council is being asked to run and maintain the allotments and according to the Section 106 agreement priority has to be given to Site B residents. Currently Wallingford Town Council has a waiting list of 30 for its existing site.

Councillors discussed and concluded with: It was Proposed by Councillor Dolton, Seconded by Councillor Kidley and

**RESOLVED: THAT** Wallingford Town Council find the terms are unacceptable in that this new Site B allotment provision will not be available to all residents of Wallingford and therefore the Town Council is unable to have this site transferred to them.

#### **645. REDEVELOPMENT OF THE REGAL**

General Overview of Proposals:

Councillor Harris reported that to develop a sole use community building would cost around 4 million pounds. If the Regal building were to be knocked down and sold for development this would mean that a community building for 300+ would be lost. Therefore the Regal Working Party had looked again at the project in terms of looking for a developer who would work with the Town Council to produce a ground floor community building with residential units above.

Councillor Newcombe reported that any proposed development needed capital generating income such as flats. Therefore:

a) Any constraints of the title needed to be ascertained such as Legal Title and rights of way such as use by Beechcroft and Robert Stanley. This is likely to cost up to £5,000 and the Responsible Finance Officer stated that this amount would have to come from general reserves as professional fees were already allocated to other projects.

b) Aspiration of the site to be determined re mixed use of community, residential, office space so that this may be taken to a developer.

c) Planning Consent: Ideally to be obtained by the developer.

d) Final stage: Build by developer.

Councillor Newcombe believes that loosely the time scale could be 2 years. Hypothetically if the use of the community and business office space did not work in say 5 years the building needs to be such that it could be converted into residential.

Councillors discussed the proposals and then responded to the items below:

i) Council to confirm that the current plan, design, and the cost of the build is not viable and that a new plan must be considered to look at another way to utilise/redevelop the building to make the best use of public money which the Regal Working Party have been tasked with exploring.

It was Proposed by Councillor Beauchamp, Seconded by Councillor Keats-Rohan and

**RESOLVED: THAT** the current plan, design, and the cost of the build is not viable and that The Regal Working Party be tasked with exploring a new plan or another way to utilise/redevelop the building to make the best use of public money.

ii) The Regal Working Party have been discussing the possibility of involving a developer that will enable a building that brings in both income from residential and allows for a community space. The Working Party are asking for approval in principle with this concept and consent to explore further with a view to bringing plans back to Council with a detailed proposal and business plan.

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

**RESOLVED: THAT** The Town Council approves that the Regal Working Party examine the possibility of involving a developer that will enable a building that brings in both income from residential and allows for a community space and reports back to Council with a detailed proposal and business plan.

iii) If resolved Councillor Harris to ask Council to approve £5,000 to make legal enquires to confirm the ownership of the Regal.

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

**RESOLVED: THAT** The Town Council approves up to £5,000 to confirm the legal ownership, constraints and right of way of the Regal and the surrounding area.

#### **646. LIDL ARTS MONEY S106**

Councillor Lester asked Council to support the plans for art (plans and artwork circulated to Councillors in advance of the meeting) the cost of which was to come from the S106 Public Art fund. Discussion had already taken place at the Parks, Gardens, Allotments and Open Spaces Committee. Councillor Lester asked that the paintings by the artist not be shared as the artwork belonged to him.

Councillor Lester stated that she was asking for approval to make an application to SODC for Lidl Section 106 arts money.

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

**RESOLVED: THAT** Wallingford Town Council approves that Councillor Lester make an application to SODC for Lidl Section 106 Arts Money.

(Councillor Cattermole voted against the motion)

**647. SUPPORT FOR CHOLSEY CRICKET CLUB TO USE SOME S106 MONEY**

SODC have received a request from Cholsey Cricket Club to use £18,500 of S106 monies from Hithercroft P13/S3451/FUL.

Councillors had received a report which outlined the project.

Councillor Hughes highlighted that this portion of Section 106 money was slightly over £100,000 and that Wallingford Sports Club at the Hithercroft had applied for this money for a 3G sports surface football pitch. However, SODC had told them that it could not be progressed as all their Officers were redeployed on Covid related work. Furthermore if Wallingford Town Council were to support Cholsey Cricket Club and Wallingford Sports Club lost out on the Section 106 money that they wished to apply for they would be unable to progress their project.

Councillors discussed and it was Proposed by Councillor McGregor, Seconded by Councillor Hughes and

**RESOLVED: THAT** Wallingford Town Council cannot support Cholsey Cricket Club's application as Wallingford Sports Club have tried to submit their application and were told to wait due to Covid and therefore it would be unfair if Cholsey Cricket Club's application was successful at this time. Copy of response to go to County and District Councillors.

**648. SUSTAINABLE WALLINGFORD STATEMENT OF SUPPORT**

Sustainable Wallingford are requesting Council agree to the following statement of support and use of the town logo on advertising materials for their Solar Streets project.

'We welcome Solar Streets to Wallingford in an attempt to combat climate change and be carbon neutral by 2030'.

The scheme is cost free to the Council. It offers energy efficient solar panels to residents and businesses in Wallingford and neighbouring parishes. Schemes are already running in Henley, Thame and Newbury and Thatcham; Abingdon and Didcot are interested. The scheme lays the groundwork for a future local microgeneration grid. Each panel installed will raise £50 for the Low Carbon Hub, which develops community-owned renewable energy installations across Oxfordshire.

Councillor Keats-Rohan gave an overview and said that she had been looking into this for some time, contacting various companies. Residents have freedom of choice of supplier



but she believed that the Town Council should consider favourably and talk to surrounding parishes. Councillor Cattermole stated that he disapproved of the use on the Town Council's logo on any material. Councillors discussed and were in favour of supporting solar energy but not in approving use of the Town Council's logo on advertising material.

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

**RESOLVED: THAT** Wallingford Town Council approves the general statement 'Wallingford Town Council welcome Solar Streets to Wallingford in an attempt to combat climate change and be carbon neutral by 2030'. Use of the Town Council's logo on advertising material is **not** granted.

**649. TO RECEIVE A REQUEST FOR PERMISSION FOR HERAS FENCING ON THE KINECROFT FOR A WEEK THEN DURING CONSTRUCTION SCAFFOLDING – WINSLADE INVESTMENTS, PORTCULLIS CLUB**

Councillors discussed the requests in step i) and ii) below and raised the following concerns:

- Concerns over heavy traffic on an historic site
- Commitment to make good and insurance to be provided
- Bunkfest should be going ahead and must not be impacted, plans of the specific area affected required.
- A charge should be made as County Council would charge if it were their land and this charge would be increased for peak times such as BunkFest
- Questions regarding CIL payments are not part of this agenda and Councillor Whelan will investigate this matter – **Action required**
- Penalty if time scale overruns

i) Plan sent out in advance of the meeting showing where the demolition will be carried out adjacent to the Kinicroft, this relates to the top section of 1970's wall. The original lower part of the wall is remaining. Winslade Investments have asked for permission to erect Heras fencing on the Kinicroft side for safety which is scheduled for 10 weeks' time and will need to be in place for approx. one week.

ii) Approval is also requested to erect scaffolding during the construction phase on the Kinicroft, the scaffolding will be protected by Heras fencing and timescales for this are however several months away.

In both cases Winslade Investments will commit to making sure the Kinicroft is not damaged and any debris removed – they do not envisage there to be any.

Councillor Wilder to provide an appropriate resolution on the above and Councillors discussion.

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

**RESOLVED: THAT** Wallingford Town Council approves in principle that Winslade Investments may use the Kinicroft as outlined above but for a fair commercial rent. The Kinicroft to be protected by trackway and is not suitable for heavy good vehicles which carry rubble. The time scale and health

and safety all to be subject to approval by the Town Council. BunkFest should not be impacted by Winslade Investments use and a penalty clause for overrunning the timescale to be applied to any agreement.

**650. OXFORDSHIRE ASSOCIATION OF LOCAL COUNCIL (OALC) EXECUTIVE COUNCIL NOMINEE**

OALC Executive now has a vacancy for a South Oxon representative and Councillor Keats-Rohan would like to put her name forward for election. The Council is required to nominate her for this role and complete a nomination form which the Chairman is required to sign. Council to consider approving this request.

Councillor McGregor asked for Council approval. Councillor Cattermole objected to how quickly this agenda item was covered and asked for it to be minuted that this was out of order. Councillor Keats-Rohan stated that approval was merely to put her name forward for nomination (point of order). Councillor Cattermole asked this point of order to be minuted and that he rejected the proposal and abstained.

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

**RESOLVED: THAT** Councillor Keats-Rohan be nominated for Oxfordshire Association of Local Council (OALC) Executive Council.

**651. CIVIC AND CEREMONIAL WORKING PARTY REPORT**

It was reported that the Mayor's dinner has been cancelled, election of Mayor will take place at the TEAMS meeting of Full Council on the 22<sup>nd</sup> March 2021, the date for Mayor Making may take place on Wednesday 5<sup>th</sup> May instead of Monday 10<sup>th</sup> May (Town Clerk is looking into this), dates and format of civic functions to be discussed at a working party meeting on the 24<sup>th</sup> March 2021.

**652. COMMITTEE REVIEW**

To approve that new councillor George Newcombe join committees where there are vacancies.

Councillor McGregor reported that Councillor Newcombe was interested in joining the planning committee and as he himself was now Ex-officio Chairman there is a vacancy. Councillor Newcombe agreed to join the planning committee and stated that he would review joining others at a later date as he did not wish to over commit himself. Councillor Wilder thanked Councillor McGregor for his work and commitment to the Planning Committee.

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

**RESOLVED: THAT** Councillor Newcombe is adopted to the Planning Committee.

**653. PARKS SUMMER STAFF**

Councillors to adopt the recommendation from the Personnel Committee to allow a budget for parks summer staff. Councillor McGregor gave an overview and The Responsible Finance Officer confirmed that the cost of the extra member of staff would be less than £3,000.

Councillor Cattermole asked if the extra member of staff would be collecting mooring money in the evening but this is not the case.

It was Proposed by Councillor Kidley, Seconded by Councillor Lester and

**RESOLVED: THAT** Wallingford Town Council will employ a part-time summer staff person for the summer season.

#### **654. POLICIES FOR ADOPTION**

Councillors were asked to adopt the following policies which have been recommended for adoption by their relevant committees.

- i) Complaints Policy (Personnel Minute 358/10/2020)
- ii) Investment Policy (Finance and Properties Minute 598/02/2021)
- iii) Pre-application Policy (Planning 581/02/2021)

It was Proposed by Councillor McGregor, Seconded by Councillor Keats-Rohan and

**RESOLVED: THAT** Wallingford Town Council adopts the Complaints, Investment and Pre-application policy as recommended previously by the relevant committee.

#### **655. FUTURE AGENDA ITEMS**

Additional Council meetings – Councillor Beauchamp  
Impact of Didcot Garden Town has on Wallingford – Councillor Harris  
Tourism Role, to overturn the resolution in accordance with out Standing Orders.  
Possible return to face-to-face meeting after 7<sup>th</sup> May 2021  
Request to lobby SODC to reduce parking permit costs for residents.  
Wallingford Preservation Trust – update  
Regal Working Party  
9 St Martin’s Street  
River Subsidence – quote for repair work  
Possible change to standing orders – The Chairman – For new Mayoral Year

**2200 Hours – Here the meeting had to cease due to the lateness and length of the meeting.**

**All confidential items to be discussed at an extraordinary meeting of Council which the Chairman will call.**