



Wallingford Town Council

9 St Martin's Street  
Wallingford  
Oxfordshire  
OX10 0AL

Tel: 01491 835373  
Email: [seniorofficer@wallingfordtowncouncil.gov.uk](mailto:seniorofficer@wallingfordtowncouncil.gov.uk)  
Web: [www.wallingford.co.uk](http://www.wallingford.co.uk)

12<sup>th</sup> May 2020

2020-05-18 Council pl/ba

**To: All Members of Council**

Dear Councillor,

You are hereby summoned to attend a virtual TEAMS meeting of Full Council **on the Monday 18<sup>th</sup> May 2020 at 7p.m** for the transaction of business as set out on the agenda below.

Yours sincerely,

The Town Clerk

---

**AGENDA**

**1. THE MAYOR TO ADVISE THOSE IN ATTENDANCE OF THE PROTOCOL FOR THE MEETING**

**2. APOLOGIES**

Apologies for absence will be received.

**3. ADMISSION OF THE PUBLIC**

To consider whether members of the public should be excluded from the meeting.

Agenda item 22 – Allotment Incident

Agenda item 23 – Decisions taken by the delegation panel (Includes sensitive information in respect of Council tenants).

#### **4. 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 and all Councillors have received a copy prior to the meeting)

#### **5. PUBLIC PARTICIPATION –NOTIFIED**

Members of the public who wish to speak at this meeting must email the Town Clerk by 10am on Friday the 15<sup>th</sup> May 2020.

Email: [townclerk@wallingfordtowncouncil.gov.uk](mailto:townclerk@wallingfordtowncouncil.gov.uk) a link will then be provided to the virtual meeting.

#### **6. VARIATION OF ORDER OF BUSINESS**

#### **7. MAYORS COMMUNICATIONS**

#### **8. ANNUAL MEETING**

**The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020** removes the requirement for an annual meeting this year. (2) 'Where an appointment would otherwise be made or require to be made at an annual meeting of a local authority, such appointment continues until the next annual meeting of the authority or until such time as that authority may determine'. Council to confirm whether they wish to hold an Annual meeting.

**RESOLUTION REQUIRED.**

#### **9. COMMITTEES, WORKING PARTIES AND OUTSIDE BODIES**

a) To consider whether current committee members are to remain in place or to approve changes/additions to members for each committee.

**RESOLUTION REQUIRED.**

b) To consider whether current Working Parties are to remain in place or to approve removal or additional Working Parties.

**RESOLUTION REQUIRED.**

c) To consider whether current Appointment to Outside Bodies are to remain in place or to approve any changes/additions.

**RESOLUTION REQUIRED.**

## **10. COMMITTEE MEETINGS**

To decide if committee meetings, (some or all), should take place by way of virtual meetings or whether the business of those committees be channelled through Full Council until face to face meetings can take place.

**RESOLUTION REQUIRED.**

## **11. MINUTES**

i) To sign as a correct record the Minutes of the Meeting of Council held on the 17<sup>th</sup> February 2020 as set out on pages 240-250 of the Minute Book.

**RESOLUTION REQUIRED.**

ii) To sign as a correct record the Minutes of the Extraordinary Meeting of Council held on the 23<sup>rd</sup> March 2020 as set out on pages 264-267 of the Minute Book.

**RESOLUTION REQUIRED.**

iii) To note the following minutes need to be signed as a correct record at the next meeting of the relevant committees:

- Finance and Properties – 16<sup>th</sup> December 2019,
- Personnel – 2<sup>nd</sup> March 2020,
- Tourism and Economic Development – 2<sup>nd</sup> December 2019,
- Parks, Gardens, Allotments and Open Spaces - 20<sup>th</sup> January 2020
- Planning – 9<sup>th</sup> March 2020.

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

i) To adopt the minutes of the following committee meeting held in 2019 -2020, copies previously signed as a correct record and circulated to Councillors:

Parks, Gardens, Allotments and Open Spaces	21.10.19	Pages 144-148
Personnel	15.01.20	209-212
Finance and Properties	07.08.19	76-81
Finance and Properties	06.11.19	149-153
Planning	09.12.19	183-187
Planning	13.01.20	203-208
Planning	27.01.20	224-230
Planning	10.02.20	235-239

**RESOLUTION REQUIRED.**

ii) Councillors are asked to note that there was an error in the minute numbers and page numbers for the minutes in November 2019. Therefore, please check minute numbers with the office before referring to them. The official minute book is correct.

**13. TIMETABLE OF MEETINGS**

Council to approve and adopt the timetable of meetings for the 2020/2021 Municipal Year which was sent out in advance of the meeting.

**RESOLUTION REQUIRED.****14. TOWN COUNCIL'S RESERVES**

To receive an update on the Town Council's reserves, details were sent out in advance of the meeting. The Responsible Finance Officer.

**15. NEIGHBOURHOOD PLAN**

The Mayor to provide an update.

**16. THE REGAL**

The Mayor to report on the current situation with the project.

**17. ST MARY'S/ST MARTIN'S STREETS CLOSURE TO SUPPORT COVID-19 RECOVERY**

The Mayor to advise Council of an early discussion with District Councillor Sue Roberts and County Councillor Pete Sudbury regarding possible partial road closures to support town centre traders when reopening is allowed following lockdown due to the COVID-19. Councillors to consider whether this initiative is supported in principle.

**RESOLUTION REQUIRED.****18. LANDSCAPE ARCHITECTS REPORT**

The Landscape Architects report has been received in respect of the Ancient Monument sites. This report is currently being reviewed by the Assets Working Party and Historic England. The Asset Working Party will report back at an appropriate future meeting.

**19. CLIMATE EMERGENCY**

Councillor Keats-Rohan to give an overview on the Climate Emergency and to ask Council to support the initiative. Report on this sent out in advance of the meeting.

**RESOLUTION REQUIRED**

**20. WALLINGFORD BEACH**

Councillor Cattermole to update Council on this initiative with input from the Mayor. Council to consider whether to support this initiative.

**RESOLUTION REQUIRED.**

**21. TRANSFER OF SITE B ALLOTMENTS**

The Town Clerk to update Council and to ask whether they still wish to have the land transferred if the residents of Site B are given priority for plots. The administration officer to give an update on the current waiting list.

**RESOLUTION REQUIRED**

**22. ALLOTMENTS INCIDENT - CONFIDENTIAL**

The administration officer to update members on a recent incident at the allotments – members to consider whether the tenant should be evicted.

**23. DECISIONS TAKEN BY THE DELEGATION PANEL -CONFIDENTIAL**

Council to note the attached list of decisions made by the delegation panel prior to this meeting.

**24. FUTURE AGENDA ITEMS**

See attached table.

Distribution: Town Council Website, Noticeboard and Press.

**Any member of the public wishing to join the meeting should contact the Town Clerk by email: [townclerk@wallingfordtowncouncil.gov.uk](mailto:townclerk@wallingfordtowncouncil.gov.uk) A link will be provided to the virtual meeting.**

**NON-CONFIDENTIAL REPORTS ARE AVAILABLE ON REQUEST.**