



Wallingford Town Council

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16<sup>th</sup> September 2020

2020-09-21 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 21<sup>st</sup> September 2020 at 7p.m** for the transaction of business as set out on the agenda below.

Yours sincerely,

The Town Clerk

**A G E N D A**

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

**2. APOLOGIES**

Apologies for absence will be received. The Town Clerk, (on leave), Councillors Sinkinson and Holford.

**3. ADMISSION OF THE PUBLIC**

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

Agenda 23 – Confidential Minutes

Agenda 24 - Boathouse

**RESOLUTION REQUIRED**

**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 please email the Senior Administrator. Email: [senioradmin@wallingfordtowncouncil.gov.uk](mailto:senioradmin@wallingfordtowncouncil.gov.uk) a link will then be provided to the virtual meeting.

- Liam O'Brien – Wallingford Radio.
- Co-option Candidates

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

- (i) County Councillor Pete Sudbury
- (ii) District Councillors Roberts and Levy

## **7. VARIATION OF ORDER OF BUSINESS**

## **8. MAYORS COMMUNICATIONS**

- i) Bernard Picken a previous Town Clerk for Wallingford from 1987 to 1995, passed away at the beginning of August he was 90 years and one day old.
- ii) New on-call fire-fighters needed to join Wallingford Station

## **9. MINUTES**

To sign as a correct record the Minutes of the Meeting of Council held on the 10<sup>th</sup> August 2020 as set out on pages 88 - 100 of the Minute Book.

**RESOLUTION REQUIRED.**

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

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

Parks, Gardens, allotments and Open Spaces	13.07.20	Pages 60 - 66
Tourism and Economic Development	8.06.20	27 - 32
Planning	27.07.20	75 - 81
Planning	17.08.20	102 - 110

**RESOLUTION REQUIRED.**

## **11. TO CO-OPT TO THE VACANT COUNCILLOR SEAT**

Councillors to see the attached papers.  
Council to vote for a candidate.

## **12. 8a CASTLE STREET**

i) The Trustees of the Bull Croft Trust have resolved to award the lease of the property to the Town Council for the sum of £17,000 per annum, (independently accessed). The Council to consider this and approve the relocation of the offices under these terms.

**RESOLUTION REQUIRED**

- ii) If approved does the Council require that an official lease is entered into.
- iii) To approve the associated costs for the office move, but not limited to:

the moving of the 2 safes at a cost of £795 and the costs of moving the technical/computer equipment and the installation of a counter.

**RESOLUTION REQUIRED**

**13. AGATHA CHRISTIE STATUE**

(I) Councillor Beatty to give a brief overview of Agatha Christie Wallingford Statue fund raising launch.

(ii) To consider where the maquette should be kept.

**RESOLUTION REQUIRED**

**14. THE MOORINGS**

i) Update on the resumption of the mooring's collections, the Responsible Financial Officer. Income and expenditure spreadsheet sent out in advance of the meeting.

ii) The River Users Working Party to ask Council to overturn the resolution to engage with a third party for the collection and enforcement of the mooring fees. Report to be sent out in advance of the meeting.

**RESOLUTION REQUIRED**

**15. THE MOORINGS – ENGAGEMENT WITH DISTRICT ENFORCEMENT**

The Property Manager at South Oxfordshire District Council has confirmed approval to engage with a third-party contractor for the collection and enforcement of the mooring fees. No amendment to the policy is required.

If appropriate,

- i) Council to consider and approve the design of signage, subject to Agenda item 14ii), Minute 599 of 17<sup>th</sup> February refers.
- ii) Council to consider when the contract with District Enforcement should commence if appropriate.
- iii) Council to consider whether the summer season should be extended.
- iv) Council to consider how cash will be collected and the process of ensuring that payment in cash by boaters can be determined to avoid enforcement, (the majority of boaters still pay in cash).

**RESOLUTIONS REQUIRED AS APPROPRIATE**

**16. INSTALLATION OF A LITTER BIN ON ST JOHNS GREEN**

A request has been made by the residents to install a litter bin on St Johns Green. SODC have advised that they no longer place any bins nor empty them on land that they do not own. Council to consider the installation of a bin and approve to take on responsibility for an outside contractor to empty the bin.

**RESOLUTION REQUIRED**

**17. POLICIES**

i) To consider the adoption of a policy to formalise the interim inspections of the play areas in the Bull Croft. Policy sent out in advance of the meeting.

**RESOLUTION REQUIRED**

ii) To consider an amendment to the Logo policy to allow for the use of the Coat of Arms for the new website. Policy sent out in advance of the meeting.

**RESOLUTION REQUIRED**

**18. NATIONAL PAY AWARD**

The National Joint Council for Local Government Services (NJC) has agreed the new pay scales for 2020-21 to be implemented from 1 April 2020. An increase of 2.75%. (3% was included in the estimates for this year). Staff with less than 5 years' service will also receive 1 extra day's holiday.

**Council to Note.**

**19. HISTORIC ASSET WORKING PARTY UPDATE**

Councillor Keats-Rohan to update Council on the recent grant applications.

**20. RECOMMENDATIONS FROM COMMITTEES**

**Tourism & Economic Committee meeting – 24<sup>th</sup> August 2020 - Council to RESOLVE the following recommendation, Minute 244 refers.**

**RECOMMENDED: THAT** the role of Tourism, Business & Community Development Manager should be continued for a further 12 months, and that the job description should be re-evaluated and include a heritage aspect which would help to maximise tourism. The role would be a paid one and advertised via the normal channels.

i) If approved, to consider the salary for the role, (The Town Clerk suggests £32k to £35k per annum), and,

ii) The Town Clerk to be instructed to amend the Job Description as appropriate and if considered appropriate, advertise the role.

**RESOLUTION REQUIRED**

**21. DECISION TO SUPPORT PUBLIC REQUESTS FOR SPEED MONITORING IN WALLINGFORD**

The Mayor has been contacted by members of the public to ask if the Town Council will support the County Council's installation of speed monitoring devices at problem locations in town which will then support part of evidence gathering for later applications to reduce speed limits in some streets.

**RESOLUTION REQUIRED**

**22. REQUEST FROM WALLINGFORD IN BUSINESS TO PLACE STALLS ON THE MARKET PLACE FOR CHRISTMAS SHOPPING ON SUNDAY 6<sup>TH</sup> DECEMBER**

Councillors to discuss the above request.

**RESOLUTION REQUIRED**

**23. CONFIDENTIAL MINUTES**

To sign as a correct record the Confidential Minutes of the Meeting of Council held on the 10<sup>th</sup> August 2020 as set out on page 101 of the Minute Book.

**24. BOATHOUSE – CONFIDENTIAL**

Councillors to receive an update from The Responsible Finance Officer.

**25. 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 Senior Administrator by email: [senioradmin@wallingfordtowncouncil.gov.uk](mailto:senioradmin@wallingfordtowncouncil.gov.uk) A link will be provided to the virtual meeting.

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