



Wallingford Town Council

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17th March 2021

2021-03-22 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 22nd March 2021 at 7p.m** for the transaction of business as set out on the agenda below.

Yours sincerely,

The Town Clerk

AGENDA

1. THE CHAIRMAN 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 Items:

- 21. Confidential Minutes
- 22. Engrossment
- 23. Aged Debtors
- 24. 10 ST Martins Street

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 a link will then be provided to the virtual meeting.

6. COUNTY AND DISTRICT COUNCILLOR REPORTS (Reports to be submitted in advance of meeting for councillor questions)

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

7. VARIATION OF ORDER OF BUSINESS

8. CHAIRMAN’S COMMUNICATIONS

9. MINUTES

To adopt the minutes of the Full Council Meeting held on the 22nd February 2021 on pages 282 - 292 and the Extraordinary meeting of Council held on the 1st March 2021 on pages 293 - 294 copies circulated previously to Councillors.

RESOLUTION REQUIRED

10. 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:

Personnel	15/02/2021	Pages 273 - 276
Tourism and Economic Development	14/12/2020	Pages 152 - 157
Planning	01/02/2021	Pages 259 - 266
Planning	17/02/2021	Pages 277 - 281

RESOLUTION REQUIRED.

11. SUMMARY OF THE FINANCIAL SITUATION OF THE COUNCIL (RESERVES-REGULAR ITEM)

Update from the Responsible Finance Officer – report sent out in advance of the meeting.

12. TOWN CLERKS RESIGNATION

- i) To report the Town Clerks resignation.
- ii) Personnel Committee to manage the recruitment and selection process for the recruitment of the Town Clerk and make recommendation for appointment to The Council. (As per the Terms of Reference).

13. RECOMMENDATIONS FROM COMMITTEES TO BE RESOLVED

i) Tourism and Economic Development Committee – Minute 675/03/2021

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

RECOMMENDED: THAT the collection of moorings fees is to be during the same season as others therefore the 1st March to 31st October. The charge for small boats less than 5 metres is reduced to £6.00 for an overnight stay and for boats more than 5 metres it is increased to £12.00 per overnight stay. New signs are to be commissioned and erected before new charges can apply.

- ii) To approve the amendment of the mooring policy in line with these changes if appropriate.

RESOLUTION REQUIRED

iii) Personnel Committee – 685(iv)/03/2021 – (Policies Attached)

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

RECOMMENDED: THAT the Member Officer Protocol Policy be replaced with the Dignity at Work Policy as sampled with the inclusion of a discrimination section.

RESOLUTION REQUIRED

iv) Parks, Gardens, Allotments and Open Spaces – Minute 525(d)/02/2020

Increase in allotment charges – Following the Finance and Properties meeting minute number, 478/16/12/2019, it was considered that allotment tenants rents would be increased in 2021.

It was Proposed by Councillor Lester, Seconded by Councillor Davies and **RECOMMENDED: THAT** the allotment charges be increased, half plot fees to remain at £20 full plot fees increased to £40 per year this will take effect from April 2021, notice of this increase needs to be sent with the 2020/21 invoices to be sent 1 April 2020 if agreed by Council.

RESOLUTIONS REQUIRED

14. TOURISM, BUSINESS & COMMUNITY DEVELOPMENT MANAGER ROLE

The Town Clerk reports that 4 Councillors, Councillors Harris, Lester, Dolton and Kidley, have requested that due to the current financial constraints of the Council that in accordance with minute 477/12/2020 (Estimates for 2021/2022) the following resolution be overturned. (Original resolution 299/09/20 the 21st September 2020).

The Mayor Proposed and it was Seconded by Councillor Cattermole, it was put to a vote, and,

RESOLVED: THAT Wallingford Town Council approves the recommendation by the Tourism and Economic Development Committee 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 is confirmed as reporting to the Tourism and Economic Development Committee and that this Committee agree on the final job description. The Town Clerk confirms and agrees the recruitment process and salary with the Tourism and Economic Development Committee prior to advertising via the normal channels in an open and transparent recruitment process.

The vote was split, the Mayor/Chairman.

RESOLUTION REQUIRED

15. MAY FAIR

Council to consider whether to permit the Hatwell's May (Spring) Fair to attend in Wallingford in May 21 following the easing of restrictions on 12th April 2021. To note that the Car Rally is not going ahead in May and the Carnival has been cancelled in June.

RESOLUTION REQUIRED

16. CHOLSEY & WALLINGFORD RAILWAY PRESERVATION SOCIETY LEASE (Name on Lease)

To consider the following amendment to the resolution of minute 643/02/2021 (see attached minute extract) and to note that the CWRPS have agreed to pay reasonable solicitors costs for the lease amendment.

- i) CWRPS to ask Council to consider a 98-year extension to the lease in line with the lease from Lidl. Councillor Holford to view the Lidl lease.
- ii) To consider whether the rent should be increased following any extension agreed.

RESOLUTION REQUIRED

17. COMMUNICATION WORKING PARTY UPDATE

Councillor Beauchamp to update Council on the work of the Communication Working Party, report sent out in advance of the meeting.

18. ELECTION OF MAYOR FOR 2021/2022 MUNICIPAL YEAR

Council to elect a Mayor for the 2021/2022 Municipal Year. Candidates to be proposed and seconded followed by a vote.

RESOLUTION REQUIRED

19. ACTIVITIES ON BEHALF OF COUNCIL

20. FUTURE AGENDA ITEMS

Additional Council meetings – Councillor Beauchamp
Impact of Didcot Garden Town has on Wallingford – Councillor Harris
Request to lobby SODC to reduce parking permit costs for residents.
9 St Martin’s Street – Consideration with regards to the sale of the building.
Wallingford Preservation Trust – To update Council with regards to the now standalone Trust.
Possible return to Face-to-Face meetings and change of date for Mayor Making and Mayors Sunday.
Fast Central Ltd – Confidential
Regal Working Party
Historic Asset Working Party
Neighbourhood Plan Steering Group
Arts Working Party
River Users Working Party

21. CONFIDENTIAL MINUTES

To adopt the Confidential Minutes of Full Council Meeting held on the 1st March 2021 on page 295 - 297 as circulated previously to Councillors.

RESOLUTION REQUIRED

22. ENGROSSMENT - CONFIDENTIAL

Council to approve the use of the Town Seal on an Engrossment (see attached draft)

RESOLUTION REQUIRED

23. AGED DEBTORS - CONFIDENTIAL

See attached confidential reports.

i) The Responsible Financial Officer to provide an update on the debts outstanding, Council to decide on the next steps.

ii) Council to consider the request from the WAC to be allowed to moor at the Boathouse.

This is relevant to i).

RESOLUTION REQUIRED

24. 10 ST MARTINS – CONFIDENTIAL

Following the resolution from the Finance & Property Committee on the selection of a new tenant the Town Clerk to update Council on the negotiations and to consider a change to terms to the lease.

RESOLUTION REQUIRED

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

A link will be provided to the virtual meeting.

NON-CONFIDENTIAL REPORTS ARE AVAILABLE ON REQUEST.