



Wallingford Town Council

9 St Martin's Street
Wallingford
Oxfordshire
OX10 0AL

Tel: 01491 835373
Email: seniorofficer@wallingfordtowncouncil.gov.uk
Web: www.wallingford.co.uk

2nd December 2020

2020-12-07 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 7th December 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 23 – Confidential minutes.

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

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

7. VARIATION OF ORDER OF BUSINESS

8. MAYORS COMMUNICATIONS

9. COUNCILLOR RESIGNATION

Councillor Stewart Davies resigned from office on 28th October 2020 creating a Casual Vacancy. There has been no call for an election therefore Council can co-opt for this vacancy in the New Year.

10. MINUTES

- i) To sign as a correct record the Minutes of the Meeting of Council held on the 26th October 2020 as set out on pages 171 – 180 of the Minute Book.
- ii) To sign as a correct record the Extraordinary Full Council Meeting held on the 16th November as set out on pages 197 -198.

RESOLUTION REQUIRED.

11. 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:

Planning	28/09/2020	Pages 143 - 151
Planning	12/10/2020	158 - 164
Planning	02/11/2020	183 - 192
Finance and Properties	20/05/2020	14 - 19
Finance and Properties	11/11/2020	193 - 196

RESOLUTION REQUIRED.

12. COMMITTEES, WORKING PARTIES AND OUTSIDE BODIES

Councillors received papers for this in advance of the meeting.

- i) To consider if any changes need to be made.
- ii) Councillor Harris to be adopted to Committees and Working Parties as appropriate.
- iii) District Councillors to be adopted to planning committee
- iv) Outside Bodies Representatives to be adopted to Wallingford's Wigod Way Family Centre.

RESOLUTION REQUIRED.

13. 20 MILE PER HOUR SPEED LIMIT

The Mayor to ask for support for a 20 mile per hour speed limit in whole or in part of town. If agreed it will allow the Council to work formally with Oxfordshire County Council to understand the future steps necessary.

RESOLUTION REQUIRED.

14. TOWN CLERK'S HOURS

Deferred from the Full Council meeting 26th October 2020, (Minute 381). Recommendation from the **Personnel Committee Meeting of the 4th August 2020 Minute 180/08/2020** refers.
RESOLUTION REQUIRED

15. COUNCIL OFFICE OPENING OVER THE CHRISTMAS PERIOD

The Town Clerk to suggest that the office is closed this year over the Christmas period from Tuesday 29th December 2020 through to Thursday 31st December 2020, returning as before from Monday 4th January 2021, (3 days holiday to be taken by staff).

16. HAVE YOUR SAY ON THE REVIEW OF STATEMENT OF LICENSING POLICY: CONSULTATION

Paperwork sent out in advance of the meeting. Council to discuss and decide on their response.

RESOLUTION REQUIRED.

17. SUMMARY OF THE FINANCIAL SITUATION OF THE COUNCIL (RESERVES)

The Responsible Finance Officer, details sent out in advance of the meeting. (This will be a regular agenda item at Full Council).

18. BEACON PROJECT

Mr Lloyd-Jones from the Beacon Project presented at the Finance & Property Committee meeting on 30th November 2020 to ask for Council support for the project when the current support ends in September 2021. This was then considered as a separate agenda item. (Minutes 444 & 447 refers – draft).

It was Proposed by The Mayor, Seconded by Councillor Whelan and

RECOMMENDED: THAT Wallingford Town Council continues to support the Beacon Project.

2020-2021 Budgeted £18,000. Paid to date £17,657 which includes a discount of £505.00.

2021-2022 Estimated in the Budget at £18,000 in total. The Beacon Project are asking for £20,005.56 (plus CPI increase year on year).

Council to consider the RECOMMENDATION TO SUPPORT THE PROJECT GOING FORWARD AND AT WHAT LEVEL OF FUNDING, RESOLUTION REQUIRED.

19. TO REVIEW THE TOWN COUNCIL'S CHARGES

The Responsible Financial Officer reported at the meeting of the Finance & Property Committee on 30th November 2020 that no increases in charges were proposed to go into the estimates/budget, however a new one-off charge of £20 per event for the use of electricity at events on the Market Place and water on the Kincroft was suggested.

Members discussed and it was Proposed by The Mayor, Seconded by Councillor Holford and

RECOMMENDED: THAT Wallingford Town Council does not increase charges this year but adds a charge for the use of electricity on the Market Place and water in the Kincroft for each booked event and that this should be introduced at a rate of £20 per day, this charge to be monitored to make sure that it covers costs.

Council to consider the RECOMMENDATION, RESOLUTION REQUIRED.

20. THE BOATHOUSE

The Responsible Finance Officer to update Council on the amount of rent arrears owed by Greene King for The Boathouse. Council to note that should arrears continue to accrue this will have a significant impact on the Council's finances and should be taken into account when considering the estimates/budgets for 2021/2022. The Council are seeking legal advice and considering options for the recovery of the debt.

21. ESTIMATES FOR 2021/2022

Council received the draft estimates/budgets for 2021/2022 in advance of the meeting.

- i) Members of the Finance & Property Committee considered the draft estimates/budgets at the meeting on 30th November 2020. (Minute 451 refers – draft). The Mayor suggested some areas where savings could be made thus reducing the overall increase in the precept from 9.24% to 5.61%. The Town Clerk voiced her concern regarding the recovery of the substantial outstanding debt that was owed to the Council, if this was not forthcoming it would leave a major shortfall in the Council's estimates. It was her advice not to try to cut costs from the estimates/budget as inevitably this would put further pressure on the general reserves if expenses were not anticipated and accounted for in the estimates/budget. It had already eaten into the General Reserves this year leaving very little money for emergencies. (A list of the savings agreed at the meeting forwarded to Councillors in advance of this meeting).
- ii) At the same meeting Members of the Finance & Property Committee were advised by Councillor Kidley of the cost and problems involved in restoring water to the Fountain in the Market Place. This was discussed and it was decided that this was not practical and therefore the cost should not be added into the precept.
- iii) Members further considered whether financial support should be given to Wallingford Radio. The Mayor spoke regarding support for Wallingford Radio and felt that the Council should be allocating some money in the estimates for this purpose. A discussion took place, and it was suggested that Council pay a sum for advertising and promotion to the radio station and pay for this upfront then review whether to continue this support next year. The Mayor suggested that this should be £500.

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

RECOMMENDED: THAT Wallingford Town Council's amended estimates be put before Council on the 7th December for approval. **THAT** there should be no additional amount for the water fountain but there should be an additional amount of £500 payable to Wallingford Radio for Town Council advertising and promotion throughout the financial year

Council to consider the RECOMMENDATION, RESOLUTION REQUIRED.

22. FUTURE AGENDA ITEMS

Investment Policy for adoption following amendment

Planning Pre-Application Protocol policy

Timetables of meetings for adoption

The External Audit/Annual Governance & Accountability Year End 31st March 2020

Site B Allotments

23. CONFIDENTIAL MINUTES

To sign as a correct record the Confidential Minutes of the Meeting of Council held on the 26th October 2020 on pages 181 – 182 of the Minute Book.

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.