



Wallingford Town Council

8A Castle Street  
Wallingford  
Oxfordshire  
OX10 8DL

Tel: 01491 835373

Email: [senioradmin@wallingfordtowncouncil.gov.uk](mailto:senioradmin@wallingfordtowncouncil.gov.uk)

Web: [www.wallingford.co.uk](http://www.wallingford.co.uk)

2021-12-20 T&ED Agenda EP

15<sup>th</sup> December 2021

**To All Members of the Tourism and Economic Development Committee: Councillors Beauchamp, Cattermole, Gibbon, Hughes, Keats-Rohan, Sinkinson and Whelan, Mrs Sue Ross of the Town Information Centre**

You are hereby summoned to attend a meeting of the Tourism and Economic Development Committee **on Monday the 20<sup>th</sup> December 2021 at 7:00PM at Wallingford Town Hall** for the transaction of business as set out on the agenda below.

Yours sincerely,

Town Clerk/ RFO.

---

## AGENDA

1. **TO ADVISE ATTENDEES OF THE PROTOCOL OF THIS MEETING**  
The Chairman to advise attendees of the protocol for this meeting
2. **APOLOGIES**  
To receive and approve apologies for absence

**3. DECLARATION OF INTEREST**

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 their 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)

**4. MINUTES**

To resolve that the minutes from the meeting of the Tourism and Economic Development Committee on the 23<sup>rd</sup> August 2021 as set out on pages 55-60 in the Minute Book are a true and accurate record of that meeting and authorise the Chairman to sign them; previously circulated

**RESOLUTION REQUIRED**

**6. PUBLIC PARTICIPATION (15 MINUTES IN TOTAL)**

From Wallingford Town Council's Standing Orders:

**E)** Members of the public may make representations, answer questions and give evidence at a meeting which they are entitled to attend in respect of the business on the agenda.

**F)** The period of time designated for public participation at a meeting in accordance with standing order 3(E) above shall not exceed 15 minutes unless directed by the chairman of the meeting.

**G)** Subject to standing order 3(F) above, a member of the public shall not speak for more than 10 minutes.

Members of the public who wish to speak at this meeting must email the Senior Officer at [seniorofficer@wallingfordtowncouncil.gov.uk](mailto:seniorofficer@wallingfordtowncouncil.gov.uk)

**7. NEWS FROM THE TIC**

(i) To receive and note the quarterly stats from Mrs Sue Ross, previously circulated to Councillors; Members have an opportunity to discuss

**8. TERMS OF REFERENCE**

Members to review and note the Terms of Reference; Councillor Holder to lead discussion

**9. MOORINGS**

(i) Leaflets: Councillor Holder to present the proposed leaflet for 2022; Members to agree a launch ready for the 2022 season

**RESOLUTION REQUIRED**

(ii) Ladders and repairs to cleats: Councillor Cattermole to give an update

**RESOLUTION REQUIRED**

- 10. RIVERSIDE WORKING GROUP MEMBERSHIP**  
Members to review the Riverside Working Group membership;  
Councillor Holder to lead discussion
- 11. PUREBOATING UPDATE**  
The Town Clerk/RFO to give an update
- 12. SIGNAGE ON THE BRIDGE**  
Members to consider a request from the Riverside Working Group for ‘no jumping from the bridge’ and ‘pedestrian priority (over cycles)’ signage on Wallingford Bridge  
**RESOLUTION REQUIRED**
- 13. CIVIL WAR RE-ENACTMENT/ QUEEN’S PLATINUM JUBILEE UPDATE**  
(i) To receive the update from the Office regarding the Civil War Re-enactment  
(ii) To consider other options in case the Re-enactment cannot go ahead on the Jubilee weekend  
**RECOMMENDATION REQUIRED**
- 14. COMMUNITY, BUSINESS AND TOURISM MANAGER ROLE**  
Members to review the job description to be taken to Full Council for approval in order to commence the recruitment process early in the New Year; previously circulated  
**RECOMMENDATION REQUIRED**
- 15. FUTURE AGENDA ITEMS**  
Members to recommend items for future Agendas:
- Wallingford brochure (?)
  - Market administration (?)
  - Young Traders Market: review another date to be agreed
  - Christmas
  - Widening the Town Centre to include some of St. Martin’s Street on market days
  - Water points down on the moorings
  - Tourism South East
  - TIC marketing materials update
  - Evening mooring collections

Distribution: Town Council Website and noticeboards

Any member of the public wishing to join the meeting should contact the Senior Officer at [senioradmin@wallingfordtowncouncil.gov.uk](mailto:senioradmin@wallingfordtowncouncil.gov.uk).

**Non-Confidential supporting documentation can be made available to the Public upon request.**