



Wallingford Town Council

WALLINGFORD TOWN COUNCIL

MINUTES

of the

**Meeting of Full Council on Monday, the 13th December 2021 at
Wallingford Town Hall at 7.00pm**

Those Present: The Mayor, Councillor Harris
Councillors Beatty, Beauchamp, Hendrie, Holder, Hughes, Kidley, Lester,
McGregor, Sinkinson and Whelan

In Attendance: The Town Clerk/RFO, Miss Michelle Taylor
The Estates Officer, Mr Robert Workman
The Senior Government Officer, Mrs Tracey Collins
The Administration Officer/ Minute Taker, Miss Emilie Perry

Public Attendance: There were 5 members of the public present

The meeting commenced at 7.00PM

403/21.THE CHAIRMAN TO ADVISE THOSE IN ATTENDANCE OF THE PROTOCOL FOR THE MEETING

The Mayor, Councillor Harris, advised attendees of standard meeting protocol and reminded Members to raise their hand should they wish to speak and to stand when speaking.

The Mayor first of all thanked Councillor Beauchamp for deputising; Councillor Beauchamp reported on the varied events that he had attended on behalf of the Mayor

404/21.APOLOGIES

Apologies were received from Councillors Cattermole, Gibbon, Holford, Keats- Rohan and Newcombe

405/21.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)

No interests were declared

406/21.MAYOR'S COMMUNICATIONS

The Mayor to communicate any news to Council:

The Mayor reported that he had attended the 2021 Santa Dash and the Wallingford at Christmas fayre the previous Sunday. He thanked Councillor Lester for her efforts collaborating with businesses in Wallingford creating Polar Express themed window displays. The Mayor reported that he had turned the Christmas lights on at the Barchester Waterside Court Care Home, attended the Queens Canopy meeting and opened the restored telephone box at St George's Road, thanking Councillors Keats-Rohan and Holder for the work that had gone into both events respectively. Finally, the Mayor reported that he had attended the Illusion Fireworks/1155 Bonfire and Firework event and thanked 1155 for their donation to the Mayor's charities.

407/21.MINUTES

To resolve that the minutes from the meeting of Full Council on the 15th November 2021 as set out on pages 125-135 are a true and accurate record of that meeting, and authorise the Chairman to sign them (previously circulated to Councillors):

It was proposed by Councillor Lester, seconded by Councillor Whelan and **RESOLVED THAT** the minutes from the meeting of Full Council on the 15th November 2021 as set out on pages 125-135 are a true and accurate record of that meeting, and the Chairman is authorised to sign them

408/21.PUBLIC PARTICIPATION

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 please email the Senior Administrator at senioradmin@wallingfordtowncouncil.gov.uk

Mr Trevor Bedeman: Mr Bedeman reported that County Councillor Sudbury had put before the County Council two plans for 20mph zones at the north and centre of Wallingford, which will miss out Croft and St John's Roads- with St John's Road being a school road, Mr Bedeman assured Members he would be passing his comments directly to the County Council about this. He went on to thank those who had welcomed him to the Council meeting the previous month and explained that those same people were also apologetic for one Councillor who lost his temper; he felt the meeting was chaired well and understood that this was exceptional behaviour. He named the Councillor in question to be Councillor Giles Cattermole, and requested it be minuted that Councillor Cattermole's outburst was a clear breach of the code of conduct.

409/21.REPORTS FROM DISTRICT AND COUNTY COUNCILLORS

Councillors to note the reports from County Councillor Peter Sudbury, and District Councillors George Levy and Sue Roberts:

As no reports had been received by the Office, Members could not note them and the Mayor moved on

410/21.DRAFT ESTIMATES 2022/2023

(i) Members to receive and approve the Draft Estimates for 2022/2023 as recommended by the Finance and Properties Committee from minute 395/21 below; estimates previously circulated:

"It was proposed by Councillor Holford, Seconded by Councillor Beatty and **RECOMMENDED THAT** Wallingford Town Council's amended draft estimates be put before Council on the 13th December for approval **THAT** the Wigod Centre's award will be raised to £30,000 from £20,000, £2,000 will be re-established for the Citizens Advice Bureau subject to relocation to Wallingford, £20,000 will be budgeted for going forward over the next five years for property maintenance, and the bad debt provisions will be reduced from £40,000 to £30,000 to reallocate £10,000 to the Wigod Centre increased monies as requested"

Councillor Lester here asked to clarify that the raise in award monies for the Wigod Centre was only for one year and would be reviewed again when the next precept is drafted.

It was proposed by Councillor Beatty, seconded by Councillor Whelan and **RESOLVED THAT** Wallingford Town Council's amended draft estimates are approved and **THAT** the Wigod Centre's award will be raised to £30,000 from £20,000 for the 2022-23

financial year and will be reviewed next year, £2,000 will be re-established for the Citizens Advice Bureau, £20,000 will be budgeted for going forward over the next five years for property maintenance, and the bad debt provisions will be reduced from £40,000 to £30,000 to reallocate £10,000 to the Wigod Centre's increased monies as requested

411/21.PRECEPT

Following adoption of the draft estimates, Councillors to confirm the Precept on South Oxfordshire District Council in the sum of £529,797.00 for the 2022/2023 financial year:

It was proposed by Councillor Whelan, seconded by Councillor Kidley and **RESOLVED THAT** following adoption of the draft estimates, the Precept on South Oxfordshire District Council in the sum of £529,797.00 for the 2022/2023 financial year is confirmed

Action: the Town Clerk/RFO to action the Precept for the 2022-2023 Financial Year

412/21.STAFF ORGANISATIONAL CHART

To adopt the newly amended staff organisational chart to include the Estates Officer in the capacity of the Parks Staff Line Manager, and the Finance Assistant; previously circulated:

It was proposed by Councillor Kidley, seconded by Councillor Holder and **RESOLVED THAT** the Staff Organisational Chart be adopted by Council

413/21.2022 TIMETABLE OF MEETINGS

Members to approve the timetable of meetings for January- December 2022; previously circulated to Members

It was proposed by Councillor Beatty, seconded by Councillor Whelan and **RESOLVED THAT** Council approves the timetable of meetings for January- December 2022

414/21.APPOINTMENT TO COMMITTEES, WORKING PARTIES AND OUTSIDE BODIES

Members to resolve that Councillor Sue Hendrie may sit on the following Committees:

- Planning Committee
- Parks, Gardens, Allotments and Open Spaces Committee
- Personnel Committee

The Mayor welcomed Councillor Hendrie. There were unanimous votes FOR Councillor Hendrie to sit on the above Committees.

It was proposed by Councillor Lester, seconded by Councillor Kidley and **RESOLVED THAT** Councillor Sue Hendrie is a Member of the Planning, Parks, Gardens, Allotments and Open Spaces, and Personnel Committees

415/21.PUBLIC WORKS LOAN BOARD

The Town Clerk/RFO and Estates Officer to give an update:

The Town Clerk/RFO reported that after speaking to the Estates Officer, the loan application will be delayed until the 2023-2024 financial year in order to assess how much work is required for upgrading the venue and to create more revenue in the future.

Councillor McGregor enquired whether the Public Loan monies could be used for the Bull Croft Trust projects such as the Pavilion.

Councillor Hughes brought to Members' attention that South Oxfordshire District Council currently have unallocated capital grant funding available and that the deadline to apply is the 17th December 2021.

416/21.CIVIL WAR RE-ENACTMENT

The Senior Officer to give an update:

Mrs Collins reported that South Oxfordshire District Council passed management of Castle meadows to their property team – they are discussing the re-enactment currently. Mrs Collins has contacted the appropriate team regarding this matter and has received a case number so will chase in the forthcoming week

Action: The Senior Officer to chase the South Oxfordshire District Council Properties Team regarding the Civil War re-enactment

417/21.COUNCILLOR INDUCTION GUIDE

Members to approve the amended version of the Councillor Induction Guide:

The Mayor, Councillor Harris thanked Councillor Holder for his work on this document and praised the Officers for their contribution.

It was proposed by Councillor Beatty, seconded by Councillor Kidley and **RESOLVED THAT** Council approves the amended Councillor Induction Guide to be to all current and new Members of Council

418/21.DOG BINS

Members to compare quotes for dog waste services at 18 locations within Wallingford and resolve whether to engage in a 2-year contract with the SHIELD Group; costings previously circulated:

Councillor Hughes queried whether there was a need for specific dog waste bins in Wallingford as it had been previously established that dog waste could be placed into South Oxfordshire District Council's general waste bins; Councillor Kidley countered this with concerns that there are already many bags of dog waste seen hanging in trees due to a shortage of bins, and that removing dog waste bins altogether would see a further rise in this behaviour

It was proposed by Councillor McGregor, seconded by Councillor Hendrie and **RESOLVED THAT** Council shall engage in a 2-year contract with the SHIELD Group for dog waste services

Councillor Holder reported that one of the dog waste bins in the Bull Croft was in fact out of use and had been for about two months, and advised the Town Clerk/RFO to dispute the charges if necessary

Actions:

- **The Estates Officer and Councillor Holder to investigate the dog waste bins and determine which ones can be removed**
- **The Local Government Officer to engage with the SHIELD Group regarding a 2-year contract**

419/21.CCTV UPGRADE UPDATE/ REPORT

(i) Members to note and discuss the responses to their submitted questions (submitted after the meeting of Full Council on 11th October 2021):

Members noted the responses to their questions

(ii) The Senior Officer to provide the latest CCTV report:

The Senior Officer reported that the crime rate in Wallingford is low, that Wallingford is due an upgrade and it is due to be undertaken in spring 2022 as

South Oxfordshire District Council are in the process of procuring contractors' details

420/21.AGATHA CHRISTIE STATUE AND MYSTERY TRAIL

(i) The Estates Officer to give an update on additional insurance costs:

The Estates Officer had previously circulated information regarding insurance and invited Councillor Beatty to speak on this matter: Councillor Beatty reported that Council has been awarded more funding than applied for which totalled approximately £120,000. The statue itself was to cost £65,000 and all of the necessary permissions had already been granted. Councillor Beatty proposed that the rest of the funding be put towards a murder mystery trail which would start outside the Museum opposite where the statue is due to be placed; he suggested that due to the bronze thefts brought to Members' attention by the Estates Officer, CCTV be placed at the museum to keep the statue under surveillance- he then suggested placing some ambient lighting around the statue to upgrade it and ensure visibility, which also would fit into the £120,000 budget alongside the statue and mystery trail. Councillor Beatty stated that this project would be implemented in September 2023 and could create publicity and generate tourism within Wallingford comparable to that of the Polar Express event at the Cholsey and Wallingford Railway.

Councillor Lester here asked to clarify that the £120,000 mentioned was not coming from the Arts funding; the funding is in fact Section 106 funding from a development adjacent to the Hithercroft

(ii) Council to approve the use of Arts funding for the Agatha Christie project following the recommendation from Finance and Properties Committee on the 6th December 2021:

It was proposed by Councillor McGregor, seconded by Councillor Sinkinson and **RESOLVED THAT** Council approves the Agatha Christie statue project as it is not using Public Arts funding, it is Section 106 funding directly from a development within Wallingford

Councillor Kidley abstained

421/21.WALLINGFORD ACCESSIBLE BOAT CLUB UPDATE

The Estates Officer to provide an update:

Greene King have rejected the approach from the Wallingford Accessible Boat Club on health and safety grounds, for reasons which will be explained in the confidential session

422/21.FUTURE AGENDA ITEMS

- **Community Governance Review- recommendation from Planning Committee**
- **Music in the Castle Gardens**
- **Community Emergency Plan**
- **Queens Canopy Update**
- **Queens Jubilee Update**
- **March/April 2022: Estates Portfolio Review**
- **May 2022: Renaming and reshuffling of Committees to establish the Estates Committee**

Here the press and public left the meeting

423/21.EXCLUSION OF PRESS AND PUBLIC

To resolve that due to the confidential nature of the items about to be transacted that the Press and Public are asked to leave the meeting:

It was proposed by Councillor Beauchamp, seconded by Councillor Holder and **RESOLVED THAT** due to the confidential nature of the items about to be transacted that the Press and Public are asked to leave the meeting

Item 23: BOATHOUSE was heard before item 22: CASTLE LODGE

424/21.BOATHOUSE

Estates Officer to report on the condition of the Boathouse riverside terrace:

Mr Workman reported that the Terrace at the waterside is sloping quite heavily towards the water, he contacted Greene King's Estates Manager for an update and Greene King have a surveyor looking into the issue and will update Wallingford Town Council when the investigations have been done. Mr Workman went on to describe that the building was generally in decorative disrepair, in particular one of the first-floor apartments. Mr Workman will meet with Greene King to investigate the condition of the property further.

Councillor Hughes here pointed out that this point did not warrant confidentiality; the Mayor explained this was to keep consistency as many other items relating to the Boathouse had previously been heard in confidential sessions. Councillor

Sinkinson clarified the end date of the lease; Councillor McGregor expressed concerns over the diligence and accuracy of previous surveys and valuations. Members concurred that it was no bad thing that the leaseholder was paying money to make good on the property.

Councillor Whelan and Councillor Hughes requested the health and safety report from Greene King, but the Estates Officer had not received one.

Action: the Estates Officer to request a health and safety report from Greene King regarding the Wallingford Accessible Boat Club

425/21.CASTLE LODGE

The Town Clerk/RFO to give an update following the recommendation from Finance and Properties on the 25th October 2021:

The Town Clerk/RFO reported to Members that the recommendation from Finance and Properties was to begin eviction processes.

It was proposed by Councillor McGregor, seconded by the Mayor, Councillor Harris and **RESOLVED THAT** Wallingford Town Council start the eviction process as above

Action: The Town Clerk/RFO to begin the eviction process as minuted above

426/21.PAY SCALES

Council to approve an increase in pay scale for a part-time member of staff following the recommendation from Personnel Committee on the 8th November 2021:

The Mayor here thanked all of the staff employed by the Council for their resilience during all of the changes and unprecedented times, helping the Council get to where it is today.

It was proposed by Councillor Whelan, seconded by Councillor Holder and **RESOLVED THAT** the Part-time Local Government Officer shall receive an increase in wages by one pay scale

Action: The Town Clerk/RFO to implement the increase in wage by one pay scale for the Part-Time Local Government Officer

The meeting ended at 8.05pm