



Wallingford Town Council

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**To the Members of the Finance and Properties Committee**

Councillor Steve Beatty  
Councillor Dan Beauchamp  
Councillor Giles Cattermole  
Councillor Claire Holford (Chairman for 2021-22)  
Councillor Mike Kidley (Vice-Chairman for 2021-22)  
Councillor George Newcombe  
Councillor Deborah Whelan

The Mayor, Councillor Marcus Harris (ex-officio)

27 July 2022

Dear Councillors

You are hereby summoned to attend a meeting of the **Finance and Properties Committee** on **Monday 1 August 2022** at **7.00 pm** in **Wallingford Town Hall** for the transaction of business as set out on the attached agenda.

Apologies for the meeting should be sent to [meetings@wallingfordtowncouncil.gov.uk](mailto:meetings@wallingfordtowncouncil.gov.uk)

Yours sincerely

Michelle Taylor  
Town Clerk/Responsible Finance Officer

**MEETING OF THE FINANCE AND PROPERTIES COMMITTEE  
MONDAY 1 AUGUST 2022, 7.00 PM  
WALLINGFORD TOWN HALL**

**AGENDA**

**1. ELECTION OF CHAIRMAN FOR 2022-23**

To elect a Chairman for the 2022-23 Municipal Year

**2. ELECTION OF VICE-CHAIRMAN FOR 2022-23**

To elect a Vice-Chairman for the 2022-23 Municipal Year

**3. MEETING PROTOCOL**

The Chairman to advise those present of the meeting protocols that will be followed

**4. APOLOGIES**

To receive apologies for absence

**5. 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 at the meeting and all councillors have received a copy prior to the meeting.

**6. MINUTES**

To approve the minutes of the meeting of the Finance and Properties Committee held on 31 January 2022 and authorise the Chairman to sign them

- DOCUMENT ATTACHED
- RESOLUTION REQUIRED

**7. ACTIONS FROM PREVIOUS MEETING**

To review the progress of actions agreed at the last meeting

- DOCUMENT ATTACHED

**8. PUBLIC PARTICIPATION**

To hear from members of the public on any matter on the agenda

We welcome members of the public at our meetings. A total of 15 minutes has been set aside for this. The maximum length for an individual contribution is 10 minutes.

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

**9. BILL SCHEDULE**

To approve the bill schedules for April and May 2022

- DOCUMENT ATTACHED
- RESOLUTION REQUIRED

**10. DORMANT BANK ACCOUNTS**

To consider the closure of dormant bank accounts in the light of the Internal Audit for 2021-22

- DOCUMENT ATTACHED
- RECOMMENDATION REQUIRED

**11. SMART METERS**

To determine whether we arrange for smart energy meters at the Council's properties

- RECOMMENDATION REQUIRED

**12. FUTURE AGENDA ITEMS**

To identify agenda items for future meetings.

**13. EXCLUSION OF PRESS AND PUBLIC**

To resolve that the press and public be excluded from the meeting due to the confidential nature of the business to be transacted

**14. BULL CROFT TRUST [confidential]**

To approve a transfer of funds to address a deficit

- DOCUMENT ATTACHED
- RECOMMENDATION REQUIRED

**15. WIGOD FAMILY CENTRE – HEADS OF TERMS [confidential]**

To agree the heads of terms for the Wigod Family Centre

- DOCUMENT ATTACHED
- RECOMMENDATION REQUIRED

**16. COACH AND HORSES, SITTING-OUT AGREEMENT [confidential]**

To determine the best arrangement for the sitting-out agreement with Fullers Brewery at the Coach and Horses Pub on the Kincroft. The Full Council has previously asked that a commercial rental agreement be considered as an alternative to wayleaves (Minute 688/21, General Purposes, April 2022)

- RECOMMENDATION REQUIRED

**17. CASTLE LODGE LEASE [confidential]**

To receive an update and determine next steps

- RECOMMENDATION MAY BE REQUIRED

**18. SPECIAL EVENT [confidential]**

To determine whether compensation should be awarded for loss of trade

- RECOMMENDATION REQUIRED

**19. MOLLIE'S CAFÉ [confidential]**

To consider a request from Mollie's Café, St Martin's Street

- DOCUMENT ATTACHED
- RECOMMENDATION REQUIRED

**Distribution: Town Council website and noticeboards**

**Non-confidential supporting documents may be made available upon request.**

**We welcome members of the public at our meetings. Any member of the public wishing to speak at the meeting should contact the Meetings Officer in advance by emailing [meetings@wallingfordtowncouncil.gov.uk](mailto:meetings@wallingfordtowncouncil.gov.uk)**