



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)
Councillor Katharine Keats-Rohan
Councillor Mike Kidley (Vice-Chairman)
Councillor George Newcombe
Councillor Deborah Whelan

The Mayor, Councillor Marcus Harris (ex-officio)

30 November 2022

Dear Councillors

You are hereby summoned to attend a meeting of the **Finance and Properties Committee** on **Monday, 5 December 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

Yours sincerely

Michelle Taylor
Town Clerk & Responsible Finance Officer

**MEETING OF THE FINANCE AND PROPERTIES COMMITTEE
MONDAY 5 DECEMBER 2022, 7.00 PM
WALLINGFORD TOWN HALL**

AGENDA

1 MEETING PROTOCOL

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

2 APOLOGIES

To receive apologies for absence

3 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.

4 MINUTES

To approve the minutes of the meeting of the Finance and Properties Committee held on 24 October 2022 and authorise the Chairman to sign them

- DOCUMENT ATTACHED
- RESOLUTION REQUIRED

5 ACTIONS FROM PREVIOUS MEETING [public] [see also agenda item 13]

To review the progress on public actions agreed at the last meeting

- DOCUMENT ATTACHED

6 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 and is at the discretion of the Chairman.

Members of the public who wish to speak at this meeting should email the Meetings Officer at meetings@wallingfordtowncouncil.gov.uk

7 TERMS OF REFERENCE

To review the Committee's terms of reference, as requested by the Full Council

This item was deferred from the meeting in October 2022

8 BILL SCHEDULE

To approve the bill schedule for October 2022

- DOCUMENT TO FOLLOW
- RESOLUTION REQUIRED

9 QUARTER 1 ACCOUNTS FOR 2022-2023

To approve the Quarter 1 accounts for the current financial year

- DOCUMENT TO FOLLOW
- RESOLUTION REQUIRED

10 DRAFT ESTIMATES FOR 2023-2024

To review the Draft Estimates for 2023-2024 in advance of the Full Council discussion on 12 December 2022

- DOCUMENT TO FOLLOW

11 FUTURE AGENDA ITEMS

To identify items for future meetings

12 EXCLUSION OF PRESS AND PUBLIC

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

- RESOLUTION REQUIRED

13 ACTIONS FROM PREVIOUS MEETING [confidential]

To review progress on confidential actions agreed at previous meetings

14 GENERAL PROPERTIES UPDATE [confidential]

The Town Clerk to update the Committee on various leasing arrangements and renewals

15 TOWN COUNCIL OFFICE [confidential]

The Town Clerk to update the Committee

The next meeting of the Finance and Properties Committee will be held on Monday, 16 January 2023

Distribution: Town Council website and Town Hall noticeboard

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