



Wallingford Town Council

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18 January 2023

To the Members of the Full Council

Councillor Steve Beatty
Councillor Dan Beauchamp (Deputy Mayor)
Councillor Giles Cattermole
Councillor Paul Gibbon
Councillor Marcus Harris (Chairman/The Mayor)
Councillor Sue Hendrie
Councillor Stephen Holder
Councillor Claire Holford

Councillor Nigel Hughes
Councillor Katharine Keats-Rohan
Councillor Michael Kidley
Councillor Rosslyn Lester
Councillor Robert McGregor
Councillor George Newcombe
Councillor Christian Sinkinson
Councillor Deborah Whelan

Dear Councillors

You are hereby summoned to attend a meeting of the **Full Council** on **Monday, 23 January 2023** 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 FULL COUNCIL
MONDAY, 23 JANUARY 2023, 7.00 PM
WALLINGFORD TOWN HALL**

AGENDA

1 MEETING PROTOCOL

The Chairman to advise those present of the protocol to be followed for this meeting.

2 APOLOGIES

To receive apologies for absence

3 DECLARATIONS OF INTEREST

To receive and record declarations 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 MAYOR'S COMMUNICATIONS

To receive an update from the Mayor on his recent activity

5 MINUTES

To approve the minutes of the meeting of the Full Council held on 12 December 2022 and the minutes of the Extraordinary meeting held on 16 January 2023 and to authorise the Chairman to sign them

- DOCUMENTS ATTACHED
- RESOLUTIONS REQUIRED

6 ACTIONS FROM PREVIOUS MEETINGS [public] [see also item 24]

To review the progress on public actions agreed at recent meetings

- DOCUMENT ATTACHED

7 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 at the discretion of the Chairman.

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

Mrs Pat Hayton has given notice of her wish to speak briefly about the work of Wallingford Municipal Charities and the Town Council's role in appointing trustees. See also agenda item 20.

8 COUNTY AND DISTRICT COUNCILLORS' REPORTS

To receive updates from County and District Councillors

9 INTERNAL AUDITOR'S REPORT

(a) To receive the Internal Auditor's report

- DOCUMENT TO FOLLOW
- RESOLUTION REQUIRED

(b) To review the effectiveness of the Internal Audit

- RESOLUTION REQUIRED

(c) To discuss and action any recommendations of the Internal Audit

- RESOLUTION REQUIRED

See the recommendation of the Finance and Properties Committee (agenda item 18(a) below)

10 QUARTER 2 ACCOUNTS, 2022-2023

To approve the Quarter 2 Accounts for 2022-2023

- DOCUMENT TO FOLLOW
- RESOLUTION REQUIRED

11 COMMUNITY INFRAStructure LEVY (CIL) – STRATEGY

To discuss further the proposed strategy developed by Councillor Hughes and others

- DOCUMENT ATTACHED
- RESOLUTION MAY BE REQUIRED

12 COMMUNITY SPEEDWATCH

To hear from Ms Linda Bowyer, the new group co-ordinator of Community Speedwatch within the town. This 'Community Speedwatch' was initiated by the Town Council last year

13 PEDESTRIANISATION OF FRONT AREA OF TOWN HALL

To shape and initiate a public consultation exercise as required by Oxfordshire County Council as Highways Authority for the installation of bollards on the front area of the Town Hall, especially with public transport providers and local shops

- DOCUMENT ATTACHED
- RESOLUTION REQUIRED

14 CASTLE MOTTE

Councillor Keats-Rohan and the Head of Parks & Estates to update the Council

15 ELECTIONS 2023

Councillor Hendrie to update the Full Council on preparations for the Town Council elections on 4 May 2023

16 AGATHA CHRISTIE STATUE

To receive an update from Councillor Beatty. See also agenda item 17.

17 INFORMATION BOARDS

To consider using Section 106 Public Arts funding for the commission of new information boards within the town. The existing boards have become discoloured over time.

- DOCUMENT ATTACHED
- RESOLUTION REQUIRED

18 COMMITTEE RECOMMENDATIONS

(a) Finance and Properties Committee, 16 January 2023, Draft Minute 516/22 – Internal Auditor’s Report

“It was proposed by Councillor Harris, and seconded by Councillor Keats-Rohan, and

RECOMMENDED

- (a) that the Internal Auditor’s Report for 2021-2022 be received;
- (b) that the effectiveness of the Internal Audit for 2021-22 be confirmed;
- (c) that it be noted that no further action had been recommended by the Internal Auditor

The Town Clerk and Responsible Finance Officer was thanked and congratulated for her work in managing the Council’s finances”

(b) Finance and Properties Committee, 16 January 2023, Draft Minute 511/22 – Terms of Reference/Quorum

As part of the review of terms of reference by individual committees, the Finance and Properties Committee have requested that their quorum is increased from 4 to 6 Members. All other committees are satisfied with their existing terms of reference.

- RESOLUTION REQUIRED

19 CIVIC AND CEREMONIAL WORKING PARTY

To receive an update from this Working Party, particularly the marking of the Coronation of King Charles III

A hanging basket tree is being considered by the Parks, Gardens, Allotments and Open Spaces Committee for the Rest Garden (opposite the St Martin’s entrance of Waitrose), potentially to be associated with the Coronation of King Charles III. The intention is also at the same time to remove all hard landscape and possibly match the Market Place stone. (Draft Minute 418/22)

20 APPOINTMENTS

- (a) To reappoint Mr Peter Smith to Wallingford Municipal Charities
- (b) To reappoint Mr Bernard Stone to the Bridge Estates Charity

- RESOLUTIONS REQUIRED

21 FLAG AND BANNER SCHEDULE

To approve the Flag and Banner Schedule

- DOCUMENT ATTACHED
- RESOLUTION REQUIRED

22 FUTURE AGENDA ITEMS

To identify items for future meetings

The following items have already been identified:

- Elections 2023 (rolling item until May 2023) (Cllr Sue Hendrie)
- Councillor Induction Guide (FC February 2023)
- Proposal for structure of Annual Town Meeting (FC February 2023)
- Pedestrianisation of front area of Town Hall (rolling agenda item)
- CCTV within the town (FC February 2023)
- Upgrade to consumer unit in Town Hall
- Staff team building/volunteer days
- Estates Portfolio Review (assigned to Head of Parks & Estates)
- Renaming and reshuffling of Committees to establish the Estates Committee
- Alderman Emeritus (to consider making new appointments)

23 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

- RESOLUTION REQUIRED

24 ACTIONS FROM PREVIOUS MEETINGS [confidential]

To review progress on confidential actions agreed at recent meetings

- DOCUMENT ATTACHED

25 THE REGAL [confidential]

Councillor Newcombe to update the Full Council

26 INDIVIDUAL PROPERTY [confidential]

To receive an update from the Town Clerk on an individual property

The quorum for the Full Council is 8 Members

The next meeting of the Full Council will be held on Monday, 20 February 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