



Wallingford Town Council

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15 February 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, 20 February 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](mailto:meetings@wallingfordtowncouncil.gov.uk)

Yours sincerely

Michelle Taylor  
Town Clerk & Responsible Finance Officer

**MEETING OF THE FULL COUNCIL  
MONDAY, 20 FEBRUARY 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 23 January 2023 and authorise the Chairman to sign them

- DOCUMENTS ATTACHED
- RESOLUTIONS REQUIRED

**6     ACTIONS FROM PREVIOUS MEETINGS [public] [see also item 20]**

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](mailto:meetings@wallingfordtowncouncil.gov.uk)

## **8 COUNTY AND DISTRICT COUNCILLORS' REPORTS**

To receive updates from County and District Councillors

## **9 ELECTIONS 2023**

To receive an update on events being planned for those interested in standing

## **10 COUNCILLOR INDUCTION GUIDE**

To approve the latest version of the Councillor Induction Guide

- DOCUMENT ATTACHED
- RESOLUTION REQUIRED

## **11 ANNUAL TOWN MEETING 2023**

To consider a proposal for the structure, format, content and promotion of the Annual Town Meeting to be held on Monday, 3 April 2023

- DOCUMENT ATTACHED
- RESOLUTION REQUIRED

## **12 CCTV**

To consider the renewal of the contract for CCTV within the Town

- CONTRACT DOCUMENT ATTACHED
- REVIEW DOCUMENT TO FOLLOW
- RESOLUTION REQUIRED

**13     PHARMACY PROVISION**

To consider the Town Council's support for a further pharmacy within the Town

At their meeting on 30 January 2023, the Tourism and Economic Development Committee have recently received public representations concerning the operation of the existing pharmacy (Minute 555/22).

- RESOLUTION REQUIRED

**14     MEDICAL PRACTICE, WINTERBROOK MEADOWS (SITE E)**

To express formal support for the establishment of a new medical practice as part of the Winterbrook Meadows development

- RESOLUTION REQUIRED

**15     CALENDAR OF EVENTS 2023**

To receive an update from the Community, Business and Tourism Development Officer on the calendar of events for this year, including to mark the Coronation of His Majesty King Charles III and to agree to a new annual event to celebrate the Curfew Bell

- RESOLUTION REQUIRED

**16     APPOINTMENTS**

**(a) Wallingford Municipal Charities**

To appoint two WTC-nominated trustees

From a list of applicants, following a widespread promotion of the vacancies, the Trustees have asked the Town Council to nominate:

- Mr Rowland Hogg, a Chartered Accountant (retired)
- Ms Lynne McEwan, an Advanced Nurse Practitioner

WNC would like to keep a third WTC-nominated vacancy for the new Team Rector (St Mary-le-More) who is likely to take up their post, once appointed, towards the end of 2023

**(b) Bridge Estates Charity**

To appoint a WTC-nominated trustee

The Trustees have indicated their preference for Mr Bernard Stone to be re-appointed and he has offered to serve again.

**17 COMMITTEE RECOMMENDATIONS**

- RESOLUTIONS REQUIRED

**Tourism and Economic Development Committee, 30 January 2023**

**564/22      Information boards**

**RECOMMENDED** that the proposal to update the information boards (approximately 13) during 2023 using Section 106 monies be approved, as part of a broader, strategic review of signage within the Town

**Parks, Gardens, Allotments & Open Spaces Committee, 6 February 2023**

**578/22      Policies**

**RECOMMENDED** that the amendments to the tree/hedges and herbicide policies be approved

**581/22 (c)      Castle Gardens: Open and closing times**

**RECOMMENDED** that the access times for Castle Gardens be extended to include the end of the October school holidays, with open times being 8.30 am to 5.00 pm for the period 1 to 31 October, after which the closing time would be 3.00pm until 1 April

**582/22 (a)      Allotments: Dog policy and combination lock gate**

**RECOMMENDED** that the dog policy be brought into line with the recommendation of the National Allotment Society, allowing dogs on the Council's allotments provided they were tethered and responsibly supervised by their owners

**RECOMMENDED** that a combination lock be installed by 1 March 2023 for a trial

## **18 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)
- Pedestrianisation of front area of Town Hall (rolling agenda item)
- Banking hub
- 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)

## **19 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

## **20 ACTIONS FROM PREVIOUS MEETINGS [confidential]**

To review progress on confidential actions agreed at recent meetings

- DOCUMENT ATTACHED

## **21 THE REGAL [confidential]**

Councillor Newcombe to update the Full Council

## **22 LEGAL MATTER [confidential]**

To receive an update from the Chairman on the item previously minuted as 506/22

## **23 STAFFING MATTER [confidential]**

The Head of Parks and Estates to report on a staffing matter

- DOCUMENT TO FOLLOW
- RESOLUTION REQUIRED

**The quorum for the Full Council is 8 Members**

**The next meeting of the Full Council will be held on Monday, 27 March 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](mailto:meetings@wallingfordtowncouncil.gov.uk)**