



Wallingford Town Council

8A Castle Street
Wallingford
Oxfordshire
OX10 8DL

Tel: 01491 835373
Email: meetings@wallingfordtowncouncil.gov.uk
Web: www.wallingford.co.uk

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)

12 April 2023

Dear Councillors

You are hereby summoned to attend a meeting of the **Finance and Properties Committee** on **Monday, 17 April 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 FINANCE AND PROPERTIES COMMITTEE
MONDAY, 17 APRIL 2023, 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 16 January 2023 and authorise the Chairman to sign them

- DOCUMENT ATTACHED
- RESOLUTION REQUIRED

5 ACTIONS FROM PREVIOUS MEETING [public]

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 BILL SCHEDULES

To approve the bill schedules for February and March 2023

- DOCUMENT ATTACHED
- RESOLUTION REQUIRED

8 QUARTER 3 ACCOUNTS FOR 2022-2023

To approve the Quarter 3 accounts for the current financial year

- DOCUMENT TO FOLLOW
- RESOLUTION REQUIRED

9 INTERNAL AUDIT SECOND INTERIM - 2022-2023

To receive the Internal Auditor's second interim up-date report for 2022-23

(a) To receive the Internal Auditor's report

- DOCUMENT ATTACHED
- RECOMMENDATION REQUIRED

(b) To review the effectiveness of the Internal Audit

- RECOMMENDATION REQUIRED

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

- RECOMMENDATION REQUIRED

10 INSURANCE POLICY

To approve the annual renewal of the Council's insurance policy

- DOCUMENT ATTACHED
- RESOLUTION REQUIRED

11 FINANCIAL RISK ASSESSMENT

To review, as required annually, the Council's Financial Risk Assessment

- DOCUMENT ATTACHED
- RECOMMENDATION REQUIRED

12 GRANT APPLICATION – RAF BENSON PLAY & ACTIVITY DAY

To reconsider a grant application by the Oxfordshire Play Association for the RAF Benson Play & Activity Day in the light of new information

- DOCUMENT ATTACHED
- RESOLUTION REQUIRED

13 HEDGE MAINTENANCE, CASTLE STREET/SHILLINGFORD ROAD/GLYN ROAD

To approve funds for the maintenance of the so-called 'hot dog' hedge between Castle Street/Shillingford Road and Glyn Road (item requested by Councillor Holder)

- DOCUMENT ATTACHED
- RESOLUTION REQUIRED

14 ST JOHN'S ROMAN CATHOLIC CHURCH, ERECTION OF RAILINGS AND GATE

To consider whether the Council is able and would like to make a contribution to the erection of railings and a gate to enclose the forecourt as a result of episodes of anti-social behaviour

- RECOMMENDATION REQUIRED

15 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

16 KINECROFT, HORSE CHESTNUT TREE

To receive an update on costs associated with the horse chestnut tree in the Kinecroft

17 INDIVIDUAL COUNCIL OWNED PROPERTY

To receive an update

18 TENANCY AND LEASE UPDATE-COUNCIL OWNED PROPERTY

To receive an update on current tenancy

- DOCUMENT ATTACHED
- RECOMMENDATION REQUIRED

The quorum for the Finance and Properties Committee is 6

The next meeting of the Finance and Properties Committee will be held on **Monday, 19 June 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