



Wallingford Town Council

MINUTES
of the Annual Meeting of the
FULL COUNCIL
held on Monday, 15 May 2023 at 7.00 pm
in Wallingford Town Hall

Present

Members Cllr Daniel Beauchamp (Mayor for the 2023-2024 Municipal Year) (Chairman from Minute 2/23 onwards)

Cllr Steve Beatty

Cllr Ailsa Charter

Cllr Paul Gibbon

Cllr Marcus Harris (Mayor for the 2022-2023 Municipal Year/Chairman for Minute 1/23)

Cllr Susan Hendrie

Cllr Stephen Holder

Cllr Claire Holford (Deputy Mayor for the 2023-2024 Municipal Year)

Cllr Mark Hoskins

Cllr Nigel Hughes

Cllr Katharine Keats-Rohan

Cllr Ros Lester

Officers: Michelle Taylor, Town Clerk and Responsible Finance Officer
Luke Whitcomb, Meetings Officer
Tracey Collins, Senior Officer
Suzanne Symons, Events Manager

Others: Reverend Kevin Beer
Ms Lynda Atkins, Deputy Lord Lieutenant
Mr Ken Lester, High Steward
Dave Turner, Sergeant-at-Mace
County Councillor Pete Sudbury
Jasper Robinson, Mayor's Cadet (966 Squadron, Royal Air Force)
Callum Mackenzie, Mayor's Cadet (Rifles Regiment, British Army)
11 members of the public
1 member of the press

1/23 **ELECTION OF CHAIRMAN/MAYOR**

The retiring Mayor, Councillor Marcus Harris, welcomed everyone to the meeting and advised those present of the protocols that would be followed.

It was proposed by Councillor Lester, and seconded by Councillor Holder, and

RESOLVED by unanimous vote that Councillor Daniel Beauchamp be elected Mayor and Chairman for the 2023-2024 Municipal Year.

In her proposal speech, Councillor Lester commented on Councillor Beauchamp's service as Deputy Mayor, his chairmanship of the Personnel Committee, his measured judgement, patience and thoughtfulness, and his personal background within and commitment to the Town.

The meeting expressed its congratulation through a round of applause.

The Town Clerk then escorted the new Mayor and the retiring Mayor to the Committee Room where the civic regalia were exchanged.

The new Mayor/Chairman, having signed the Declaration of Acceptance of Office, then took the Chair.

The new Mayor/Chairman then addressed the meeting, thanking Members for their support and emphasising the partnership that he and the retiring Mayor had forged in their respective roles.

(The Loving Cup Ceremony did not take place this year for health and safety reasons due to the continued emergence from the COVID-19 pandemic.)

2/23

APOLOGIES

Apologies were received from Councillors Acreman, Ebrahimjee, Jacki Hoskins and Margarido.

3/23

VOTE OF THANKS TO THE RETIRING MAYOR

The Mayor read out the following Engrossment thanking the retiring Mayor, Councillor Marcus Harris, for his public service:

"This Council records its sincere thanks to Councillor Marcus Harris for the excellent manner in which he has performed his duties as Mayor of Wallingford during the 2021 and 2022 Municipal Years and do assure him that his courtesy in carrying out the many duties devolving on the high office of Mayor, his concern for the welfare of residents both young and old, that he has upheld in true measure the traditions of his predecessors in office and gained the high esteem of both Members of the Council and the residents of Wallingford."

Councillor Marcus Harris thanked Members, the staff team, the wider public and his wife Lucy for their support during his two years in office which had included the recovery period from the COVID-19 pandemic, a return to a healthier financial position for the Town Council and more outward-looking perspective.

The meeting expressed its appreciation through a round of applause.

4/23 APPOINTMENT OF VICE-CHAIRMAN/DEPUTY MAYOR

The Mayor announced his choice of Councillor Claire Holford as the Deputy Mayor for the 2023-2024 Municipal Year.

The meeting expressed its congratulations through a round of applause.

5/23 MAYOR'S AND DEPUTY MAYOR'S CONSORTS

Neither the Mayor's nor Deputy Mayor's Consorts were able to be present to receive their badges of office. This would therefore be done on Mayor's Sunday, 21 May 2023.

6/23 APPOINTMENT OF THE MAYOR'S CHAPLAIN

The Mayor announced the appointment of the Reverend Kevin Beer as Mayor's Chaplain. The Team Rector role was presently vacant.

7/23 APPOINTMENT OF THE MAYOR'S CADETS

The Mayor announced the appointment of Callum Mackenzie and Jasper Robinson, representing the 966 Squadron of the Royal Air Force and the Rifles Regiment of the British Army respectively, as the Mayor's Cadets for the 2023-2024 Municipal Year and presented them with their badges of office.

8/23 APPOINTMENT OF BRIDGE CHAMBERLAIN

In line with tradition, the Mayor would act as Bridge Chamberlain.

9/23 APPOINTMENT OF BRIDGEMEN

In line with tradition, the two longest-serving councillors, Nigel Hughes and Ros Lester, were appointed as the Bridgemen.

Councillor Keats-Rohan read out a brief history of Wallingford Bridge and the historic role of the Bridge-wardens.

10/23 COUNCILLORS – CONFIRMATION OF ACCEPTANCE OF OFFICE

The Mayor reported that all councillors bar one had signed their Acceptance of Office forms. The remaining councillor was away on holiday.

11/23 INDUCTION PROGRAMME FOR NEW TOWN COUNCILLORS

The Mayor reported that all councillors had received an Induction Pack containing key information and stressed the importance of training, some aspects of which were mandatory.

12/23

STANDING ORDERS AND FINANCIAL REGULATIONS

It was proposed by Councillor Mark Hoskins and seconded by Councillor Hendrie, and

RESOLVED that the revised Standing Orders and Financial Regulations be adopted

13/23

COMMITTEE STRUCTURE. TERMS OF REFERENCE AND MEMBERSHIP

(a) It was proposed by Councillor Keats-Rohan, and seconded by Councillor Lester, and

RESOLVED that the proposed committee structure be adopted for the 2023-2024 Municipal Year

(b) It was proposed by Councillor Harris, and seconded by Councillor Lester, and

RESOLVED that the revised terms of reference, including working group protocols, be adopted for the 2023-2024 Municipal Year

(c) It was proposed by Councillor Harris, and seconded by Councillor Hughes, and

RESOLVED that the determination of committee membership be deferred to the meeting of the Full Council on 24 May 2023, with the exception of the Planning Committee whose membership should initially comprise the following:

- Councillor Ebrahimjee
- Councillor Hendrie
- Councillor Mark Hoskins
- Councillor Hughes
- Councillor Keats-Rohan
- Councillor Lester

(d) The existing calendar of council and committee meetings for the 2023-2024 Municipal Year was NOTED.

14/23

REPRESENTATION ON EXTERNAL BODIES

It was proposed by Councillor Lester, and seconded by Councillor Hendrie, and

RESOLVED that this matter be deferred to the meeting of the Full Council on 24 May 2023

15/23

POLICIES, PROCEDURES AND INVENTORIES

- (a) The meeting NOTED the Town Council's insurance policy
- (b) The meeting NOTED the inventory of properties owned by the Town Council
- (c) The meeting NOTED the Town Council's membership of other bodies
- (d) The meeting NOTED the Town Council's draft complaints procedure which would be brought to the Full Council for adoption on 24 May 2023
- (e) The meeting NOTED the Town Council's policy for dealing with the press/media
- (f) The meeting NOTED the draft Freedom of Information policy which would be brought to the Full Council for adoption on 24 May 2023
- (g) The meeting NOTED the draft Information and Data Protection policy which would be brought to the Full Council for adoption on 24 May 2023
- (h) The meeting NOTED that the Town Council's employment policies and procedures continued to be developed

The meeting ended at 7.38 pm

Minutes of the Annual Meeting of the
Full Council held on
15 May 2023,
signed as a correct record

Chairman

2023-05-15 FC (Annual Meeting) minutes PUBLIC