



Wallingford Town Council

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19 May 2023

To the Members of the Full Council

Cllr Mike Acreman
Cllr Steve Beatty
Cllr Daniel Beauchamp (Mayor/Chairman)
Cllr Ailsa Charter
Cllr Mahmood Ebrahimjee
Cllr Paul Gibbon
Cllr Marcus Harris
Cllr Susan Hendrie

Cllr Stephen Holder
Cllr Claire Holford (Deputy Mayor)
Cllr Jacki Hoskins
Cllr Mark Hoskins
Cllr Nigel Hughes
Cllr Katharine Keats-Rohan
Cllr Ros Lester
Cllr Diana Margarido

Dear Councillors

You are hereby summoned to attend the **Full Council** on **Wednesday, 24 May 2023** at **7.00 pm** in the **Town Hall** for the transaction of business as set out on the attached agenda.

Apologies for the meeting should be sent to Luke Whitcomb, Meetings Officer, at meetings@wallingfordtowncouncil.gov.uk

Yours sincerely

Michelle Taylor
Town Clerk & Responsible Finance Officer

**MEETING OF THE FULL COUNCIL
WEDNESDAY, 24 MAY 2023, 7.00 PM
WALLINGFORD TOWN HALL**

AGENDA

1 MEETING PROTOCOL

The Mayor to explain the protocols to be followed for the meeting

2 APOLOGIES

To receive apologies for the meeting

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

The Mayor to update the Council on recent mayoral activity and any other news

5 MINUTES

To approve the minutes of the following meetings and authorise the Chairman to sign them

- Full Council, 24 April 2023 ATTACHED
- Full Council, Extraordinary meeting, 11 May 2023 ATTACHED
- Full Council, Annual Meeting, 15 May 2023 ATTACHED

- RESOLUTIONS REQUIRED

6 ACTIONS FROM PREVIOUS MEETINGS [Public] [see also Item 18]

To review progress on 'open' actions agreed at previous 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

8 COUNTY AND DISTRICT COUNCILLORS' REPORTS

To receive any reports from County Councillor Pete Sudbury and newly-elected District Councillors James Barlow and Katharine Keats-Rohan

Councillor Beatty has requested that the state of the roads within the Town be considered and County Councillor Sudbury has been given advance notice of this.

9 KINECROFT, COACH AND HORSES, HORSE CHESTNUT TREE

Councillor Holder to explain briefly the background of this issue for new Town Councillors and to update the Council on costs, and the new Council to resolve this issue.

- DOCUMENT TO FOLLOW
- RESOLUTION MAY BE REQUIRED

10 AGATHA CHRISTIE STATUE

Councillor Beatty to update the Council on the installation and unveiling of the Agatha Christie statue on 9 September 2023 and the planned weekend of activities

11 COMMITTEE MEMBERSHIP AND ESTABLISHMENT OF WORKING GROUPS

To determine the membership of the Council's committee and to establish as necessary Working Groups to address specific matters, and to reconsider committee membership numbers.

The Working Groups that existed prior to the Town Council Elections have now ceased to exist, so there is a need to start afresh. All Working Groups must now comply with the Working Group Protocols contained within the revised Terms of Reference approved at the Annual Meeting on 15 May 2023.

To consider also whether the Neighbourhood Plan Steering Party should be identified as a Council Working Group and to approve the revised terms of reference

- DOCUMENTS ATTACHED
- RESOLUTIONS REQUIRED

12 NOMINATION TO EXTERNAL BODIES

To review and fill vacancies

In each case there is a need to determine whether the position is a representative of the Town Council or appointed to put the interests of the organisation first and foremost such as trustee.

In accordance with Standing Order 7, Cllrs Hendrie, Keats-Rohan and Lester, and former Councillor Kidley, requested before the Town Council Elections that the Council's appointment to the Bridge Estates Charity is reviewed.

- DOCUMENT ATTACHED
- RESOLUTIONS REQUIRED

13 OXFORDSHIRE ASSOCIATION OF LOCAL COUNCILS

To nominate a councillor to serve on the Executive Committee for 2023-2027

Councillor Keats-Rohan has offered to serve.

- RESOLUTION REQUIRED

14 POLICIES

To adopt the following policies and procedures:

- (a) Press/media policy ATTACHED
- (b) Complaints policy ATTACHED
- (c) Freedom of information policy ATTACHED
- (d) Information and data protection policy ATTACHED

15 ANNUAL TOWN MEETING

To note the arrangements for the forthcoming Annual Town Meeting on 31 May 2023 at which Members are expected to be present. This will be held at St Mary-le-More Church in the Market Place at 7.00 pm. Refreshments will be provided.

The Annual Town Meeting is a meeting of residents, facilitated by the Town Council. The meeting will be used as a listening exercise to hear from residents on town issues of most concern to them.

- DOCUMENT ATTACHED

16 FUTURE AGENDA ITEMS

To determine items for future agendas

- Legal matter

17 EXCLUSION OF PRESS AND PUBLIC

To resolve that the press and public be excluded from the meeting due to the confident

18 ACTIONS FROM PREVIOUS MEETINGS [confidential]

To review progress on 'open' actions relating to confidential matters agreed at previous meetings

- DOCUMENT ATTACHED

19 INDIVIDUAL PROPERTY [confidential]

To receive an update on an individual property

- RESOLUTION MAY BE REQUIRED

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

The next meeting of the Full Council will be held on **Monday, 26 June 2023**. The summons and agenda papers for that meeting will be issued by email on Wednesday, 21 June 2023. Items for the agenda need to have been received by the Meetings Officer at meetings@wallingfordtowncouncil.org.uk by 14 June 2023.

The Annual Town Meeting, a meeting of residents, facilitated by the Town Council, will be held on **Wednesday, 31 May 2023** at 7.00 pm in St Mary-le-More Church, Market Place.

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