



Wallingford Town Council

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16 August 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 **Monday, 21 August 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
MONDAY, 21 AUGUST 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 meeting of the Full Council held on 24 July 2023 and authorise the Chairman to sign them

- SUPPORTING PAPER
- RESOLUTION REQUIRED

6 Actions from previous meetings [public] [see also item 19]

To review progress on 'open' actions on publicly-discussed matters agreed at previous meetings

- SUPPORTING PAPER

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 and may depend on the number of people who wish to speak.

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 District Councillors James Barlow and Katharine Keats-Rohan. County Councillor Pete Sudbury has given his apologies for the meeting; he is on holiday.

EXTERNAL-FACING

9 Strategy

To receive an update from Councillor Charter on the next steps in the development and ownership of a medium and long-term strategy document for Wallingford

- SUPPORTING PAPER
- RESOLUTION MAY BE REQUIRED

10 Community facilities and services, and local organisations

a. RAF Benson

To hear a presentation from Group Captain Christian Royston-Airey, the Station Commander of RAF Benson, updating the Town Council on the base's activities. The Station Commander will be accompanied by Flight Lieutenant Paul Hutton (pilot).

- SUPPORTING PAPER

b. Banners

To consider a request from a member of the public to acquire or develop and loan banners to local organisations

- SUPPORTING PAPER
- RESOLUTION MAY BE REQUIRED

11 Getting around

a. Speeding

To receive an interim report from the Community Speedwatch Group

- SUPPORTING PAPER

12 Environment and sustainability

a. Winterbrook Meadows, park

To consider whether the Town Council should adopt the new public park within the Winterbrook Meadows housing development

- SUPPORTING PAPER MAY FOLLOW
- RESOLUTION REQUIRED

13 Arts, culture and heritage

a. The Town Hall

To receive an update from the Town Clerk on the opportunity to secure a Public Works Loan for the conservation of the Town Hall

- RESOLUTION REQUIRED

b. Twinning

To authorise the application of the Town Council's seal on a letter of thanks to the Mayor of Luxeuil-les-Bains following the recent visit to France by the Mayor and Councillor Mark Hoskins

- RESOLUTION REQUIRED

c. Flag schedule

To resolve that we fly the Luxeuil-les-Bains flag (instead of the "tricolore") for the twinning day, in the same way that we do for Bad Wurzach

- RESOLUTION REQUIRED

d. Raft Race

To consider funding for the Raft Race being organised by the OX10 Community Group

- RESOLUTION MAY BE REQUIRED

e. Information Boards

To confirm formally Section 106 funding for the new Information Boards within the Town; a minute of the Full Council is required for the documentation

- SUPPORTING PAPER
- RESOLUTION REQUIRED

f. Remembrance Month

To consider how the Town Council could mark 'Remembrance Month'

INTERNAL-FACING

14 Bill schedule – June 2023

To consider and approve the Bill Schedule for June 2023

- SUPPORTING PAPER
- RESOLUTION REQUIRED

15 Community Infrastructure Levy (CIL)

To consider the process of allocating CIL monies for Town Council projects

- RESOLUTION MAY BE REQUIRED

16 Policies

To adopt the Media Relations and Social Media Policy

- SUPPORTING PAPER
- RESOLUTION REQUIRED

17 Future agenda items

To identify agenda items for future meetings

The following items have already been identified or requested:

- Condition of Wallingford's road (further update) (September 2023)
- A presentation by the Wallingford Food Bank (October 2023)
- A presentation by the Citizens' Advice Bureau
- Pedestrianisation of front area of Town Hall (on completion of public consultation)
- Curfew Bell event review (once it has been considered by the Tourism and Economic Development Committee on 11 September 2023)
- Community Emergency Plan (included in the Actions Log)
- Red kites – nuisance issues (being discussed Parks, Gardens, Allotments and Open Spaces Committee on 4 September 2023 first)
- Horse chestnut tree, Coach and Horses, Kinecroft – final decision (October 2023)
- Tree portfolio (September 2023) (requested by Councillor Holder)
- IT – replacing the server in the Town Council Office (September or October 2023)

CLOSED SESSION

18 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

19 Actions from previous meetings [confidential]

To review progress on 'open' actions relating to confidential items

- SUPPORTING PAPER

20 Property management [confidential]

To consider a proposal for the outsourcing of the management of the Town Council's leased properties

- SUPPORTING PAPERS **TO FOLLOW**
- RESOLUTION REQUIRED

21 Grants [confidential]

To receive a presentation from the Grants Officer

- SUPPORTING PAPER

22 Recruitment [confidential]

To receive a update from the Town Council on the recruitment for two roles

- SUPPORTING PAPERS **TO FOLLOW**
- RESOLUTION REQUIRED

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

The next meeting of the Full Council will be held on **Monday, 25 September 2023**. The summons and agenda papers for that meeting will be issued by email on Wednesday, 20 September 2023. Items for the agenda need to have been received by the Meetings Officer at meetings@wallingfordtowncouncil.gov.uk by 13 September 2023.

Distribution: Town Council website and Town Hall noticeboard

Non-confidential supporting papers (identified above) 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