



Wallingford Town Council

8A Castle Street
Wallingford
Oxfordshire
OX10 8DL

Tel: 01491 835373

Email: meetings@wallingfordtowncouncil.gov.uk

Web: www.wallingford.gov.uk

20 September 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, 25 September 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, 25 SEPTEMBER 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 21 August 2023 and authorise the Chairman to sign them (SUPPORTING PAPER/RESOLUTION REQUIRED)

6 Actions from previous meetings [public] [see also item 18]

To review progress on 'open' actions on publicly-discussed matters agreed at previous meetings (SUPPORTING PAPER)

7 Mayor's Cadet

To present a badge to a new Mayor's Cadet

8 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

9 County and District Councillors' Reports

To receive reports from County and District Councillors

EXTERNAL-FACING

10 Getting around

- (a) Community Speedwatch – to receive and consider the final results of monitoring during July and August 2023. The Group Co-ordinator, Ms Lynda Bowyer, will be attending. Ms Bowyer will not be able to take questions about specific areas in public session. (CONFIDENTIAL SUPPORTING PAPER)
- (b) Speed limits – to consider the adoption of a 20 mph limit across the town (RESOLUTION MAY BE REQUIRED)
- (c) Condition of Wallingford's roads – to receive an update on the condition of Wallingford's roads
- (d) Community transport scheme – to receive an update from Cllr M Hoskins
- (e) Cycling – Cycling UK Wallingford have asked to use the Wallingford Town Crest on a range of cycling kit for their members (RESOLUTION REQUIRED)

11 Environment and sustainability

- (a) Neighbourhood Plan – to receive an update from Councillors Hendrie and Keats-Rohan on the revision of this plan
- (b) The Town Council's tree portfolio – to establish a Trees Working Group as recommended by the Parks, Gardens, Allotments and Open Spaces Committee at their meeting on 4 September 2023 (SUPPORTING PAPER/RESOLUTION REQUIRED)

12 Arts, culture and heritage

- (a) Town Hall conservation project – to receive an update following contact with conservation architects, and to agree next steps; it has not yet been possible to have discussions with neighbouring Town Clerks about Public Works Loans (RESOLUTION MAY BE NECESSARY)
- (b) Bull Croft, archaeology – to agree which company should undertake the work required for the Council's planning application and where further funds might be found (SUPPORTING PAPERS/RESOLUTION REQUIRED)
- (c) Curfew Bell event – to review this event and consider its future (RESOLUTION REQUIRED)
- (d) Remembrance Month – Cllr Beatty to propose how the Council should mark Remembrance Month (RESOLUTION REQUIRED)

- (e) Wallingford Fairy Trail Book – the consider the Council’s support for a promotion of this new book by local author Greg Ryder. The author may attend this meeting.
(RESOLUTION REQUIRED)

INTERNAL-FACING

13 Finance

- (a) Bill schedule - to approve the bill schedule for July 2023 (SUPPORTING PAPER TO FOLLOW/RESOLUTION REQUIRED)
- (b) Quarterly accounts – to approve the quarterly accounts for Quarter 1, 2023-24 (SUPPORTING PAPER TO FOLLOW/RESOLUTION REQUIRED)
- (c) External audit/Annual Governance and Accountability Return (AGAR) for 2022-23 – to note formally the conclusion of the External Audit for the last financial year (SUPPORTING PAPER TO FOLLOW)
- (d) Funding of councillor engagement activities – to consider which engagement activities can and can’t be funded from public monies. This item arises from the discussion of the Raft Race at the last meeting of the Full Council. The budget meeting of the Full Council will be held on 13 November 2023. The Oxfordshire Association of Local Councils (OALC) have confirmed that the cost of many of the activities discussed at the previous meeting would traditionally fall to an individual parish councillor. However, there is now an option for councils to adopt to pay all councillors an allowance, provided it is the same allowance for all councillors. (SUPPORTING PAPER/RESOLUTION MAY BE REQUIRED)

14 Policies

- (a) Media Relations and Social Media Policy - to adopt this policy, following consideration of Cllr Beatty’s concerns by the Communications Working Group. Guidelines for individual councillors have also been developed. (SUPPORTING PAPERS/RESOLUTION REQUIRED)

15 Committees and Working Groups

- (a) Membership - to note that Cllr Beatty has resigned from both the Tourism and Economic Development Committee and the Public Arts Working Group; and to appoint Cllr Harris as a member of the Tourism and Economic Development Committee (RESOLUTION REQUIRED)
- (b) Vacancies – to note the current vacancies are as follows: two for Parks, Gardens, Allotments and Open Spaces Committee
- (c) Trees Working Group – the creation of this has been discussed as Item 11(b)

16 Future agenda items

To identify agenda items for future meetings

The following items have already been identified or requested:

- A presentation by the Wallingford Food Bank (October 2023)
- A presentation by the Citizens' Advice Bureau
- Pedestrianisation of front area of Town Hall
- Community Emergency Plan (included in the Actions Log)
- Horse chestnut tree, Coach and Horses, Kinecroft – final decision (October 2023)
- IT server in Town Council Office – funding for replacement (October 2023)
- Red kites – nuisance issues/discouragement from feeding. The Chilterns Conservation Board (Area of Outstanding Natural Beauty) are due to have a strategic discussion on 27 September 2023 about the matter with stakeholder bodies including the Royal Society for the Protection of Birds (RSPB), British Trust for Ornithology (BTO), Natural England and local Wildlife Trusts.
- Legal matter [confidential]

CLOSED SESSION

17 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

18 Actions from previous meetings [confidential]

To review progress on 'open' actions relating to confidential items (SUPPORTING PAPER)

19 The Regal

To receive an update from the Working Group following its meeting in August and agree next steps (RESOLUTION MAY BE REQUIRED).

The quorum for the Full Council is 8

The next meeting of the Full Council will be held on **Monday, 23 October 2023**. The summons and agenda papers for that meeting will be issued by email on Wednesday, 18 October 2023. Items for the agenda need to have been received by the Meetings Officer at meetings@wallingfordtowncouncil.gov.uk by 11 October 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