



Wallingford Town Council

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To the Members of the Finance and Properties Committee

Councillor Steve Beatty
Councillor Mahmood Ebrahimjee
Councillor Marcus Harris
Councillor Claire Holford (Chairman)
Councillor Mark Hoskins
Councillor Nigel Hughes
Councillor Katharine Keats-Rohan

The Mayor, Councillor Daniel Beauchamp (ex-officio)

6 December 2023

Dear Councillors

You are hereby summoned to attend a meeting of the **Finance and Properties Committee** on **Monday, 11 December 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 Luke Whitcomb, Meetings Officer,
meetings@wallingfordtowncouncil.gov.uk

Yours sincerely

Michelle Taylor
Town Clerk & Responsible Finance Officer

**MEETING OF THE FINANCE AND PROPERTIES COMMITTEE
MONDAY, 11 DECEMBER 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 and accept apologies for absence (RESOLUTION REQUIRED)

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 Election of a Vice-Chair

To elect a Vice-Chair following the resignation of Cllr Paul Gibbon from the Committee (RESOLUTION REQUIRED)

5 Minutes

To approve the minutes of the meeting of the Finance and Properties Committee held on 16 October 2023 and authorise the Chairman to sign them (SUPPORTING DOCUMENT/RESOLUTION REQUIRED)

6 Actions from previous meetings

To review the progress on public on actions agreed at the last meeting. Actions on confidential matters will be reviewed under Agenda Item 15 below (SUPPORTING DOCUMENT)

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 10 minutes and is at the discretion of the Chairman.

Members of the public who wish to speak at this meeting should email our Meetings Officer, Luke Whitcomb, at meetings@wallingfordtowncouncil.gov.uk

FINANCE

8 Draft estimates for 2024-25

To review the Draft Estimates for 2024-25 in advance of the Full Council's final discussion and approval on 20 December 2023 (SUPPORTING DOCUMENTS TO FOLLOW/RECOMMENDATION REQUIRED)

9 Bill schedule

To review and approve the bill schedule for October 2023 (SUPPORTING DOCUMENT/RESOLUTION REQUIRED)

10 Quarterly accounts

To review and approve the Quarter 2 accounts for 2023-2024 (SUPPORTING DOCUMENT TO FOLLOW/RESOLUTION REQUIRED)

Grants

11 To receive an update from the Grants Officer

PROPERTIES

12 Curfew Bell

To consider and approve a quotation for the reprogramming of the chip (SUPPORTING DOCUMENT/RESOLUTION REQUIRED)

13 Flint House – chimney stack

To consider and approve repair costs (SUPPORTING DOCUMENT/RESOLUTION REQUIRED)

14 Future agenda items

To identify items for future meetings

The following items have already been identified:

- Wigod Way Family Centre – service level agreement
- Individual Council-owned property – renewal of lease in 2026

CLOSED

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 Actions from previous meetings [confidential]

To review progress on actions on confidential matters (SUPPORTING DOCUMENT)

17 Coach and Horses Pub, sitting-out agreement [confidential]

The Town Clerk to propose an agreement (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, 15 January 2024**. The papers for that meeting will be issued on 10 January 2023. Items on the agenda need to have been received by the Meetings Officer at meetings@wallingfordtowncouncil.gov.uk by 5 January 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 Luke Whitcomb, our Meetings Officer, in advance by emailing meetings@wallingfordtowncouncil.gov.uk