



Wallingford Town Council

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**To the Members of the Full Council**

Cllr Mike Acreman  
Cllr Daniel Beauchamp (Mayor/Chairman)  
Cllr Ailsa Charter  
Cllr Mahmood Ebrahimjee  
Cllr Marcus Harris  
Cllr Susan Hendrie  
Cllr Stephen Holder (Deputy Mayor)  
Cllr Claire Holford

Cllr Jacki Hoskins  
Cllr Mark Hoskins  
Cllr Nigel Hughes  
Cllr Katharine Keats-Rohan  
Cllr Ros Lester  
Cllr Diana Margarido  
Cllr Len Pannett  
Cllr Christine Sandall

17 July 2024

Dear Councillors

You are hereby summoned to attend the meeting of the **Full Council** on **Monday, 22 July 2024** 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 the Meetings Officer at [meetings@wallingfordtowncouncil.gov.uk](mailto:meetings@wallingfordtowncouncil.gov.uk)

Yours sincerely

A handwritten signature in black ink, appearing to read 'M. Ray'.

Town Clerk & Responsible Finance Officer

**MEETING OF THE FULL COUNCIL**  
**MONDAY, 22 JULY 2024, 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 and accept apologies for the meeting (RESOLUTION REQUIRED)

**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     Minutes**

To approve the minutes of the meetings of the Full Council held on 24 June 2024 (SUPPORTING PAPER) (RESOLUTION REQUIRED)

**5     Actions from previous meetings [public] [see also Agenda Item 20]**

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

The Action Log is reviewed in detail every quarter (January, April, July and October). The Log will be reviewed by exception at this meeting.

Actions assigned to County and District Councillors also appear on the Action Log.

**6     Mayor's communications**

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

**7     Town Clerk's Report**

To receive the Town Clerk's Report covering updates on current projects and initiatives (RESOLUTION REQUIRED)

This report will be taken as read and will not be discussed in detail. Copies will be made available at the meeting to members of the public and press and the report has been published on the Town Council website

## **8 County and District Councillors' Reports**

To receive reports from County and District Councillors

Town Councillors have requested updates on the following:

- Pavement repairs in the Market Place
- Triangle of land, Kinecroft (listed in Action Log)

## **9 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 Luke Whitcomb, our Meetings Officer, in advance at [meetings@wallingfordtowncouncil.gov.uk](mailto:meetings@wallingfordtowncouncil.gov.uk)

## **DECISION-MAKING**

## **10 Environment and sustainability**

### **(a) Vote of no confidence in Thames Water**

To consider passing a motion of no confidence in Thames Water (RESOLUTION REQUIRED) (SUPPORTING PAPER)

See also: [Great UK WaterBlitz June 2024 Report - Earthwatch](#)

## **11 Arts, culture and heritage**

### **(a) End of Second World War commemorative event**

To consider a recommendation the Civic and Ceremonial Committee to include a 'civic' event in the 2025 programme to mark the 80<sup>th</sup> anniversary of the end of the Second World War, VE Day being 8 May and VJ Day being 15 August. This event would be owned by the Civic and Ceremonial Committee and managed by the Council's civic officer (RESOLUTION REQUIRED)

### **(b) Mini-golf proposal**

To consider a request from a third party to run a temporary mini-golf course on the Bull Croft and whether the Town Council wishes to operate such an amenity directly itself. This matter has already been considered by the Bull Croft Trust who had no reservations in principle, particularly as such a facility used to exist (SUPPORTING PAPER) (RESOLUTION REQUIRED)

(c) Heritage Declares

To consider a request by Councillors Keats-Rohan and Acreman for the Town Council to sign up to Heritage Declares (RESOLUTION REQUIRED)

See link: [heritagedeclares.org](https://heritagedeclares.org)

**12 Community facilities**

(a) Community Infrastructure Levy (CIL) application – St Mary-le-More

To support an application by St Mary-le-More for CIL monies. A national legislative amendment has been made allowing local councils to support religious organisations (SUPPORTING PAPERS) (RESOLUTION REQUIRED)

**13 Health, safety and well-being of residents**

(a) Citizens' Advice Bureau

To consider a grant application by the Oxfordshire South and Vale Citizen's Advice Bureau (SUPPORTING PAPER) (RESOLUTION REQUIRED)

**14 Finance**

(a) Bill schedule

To review and approve the bill schedule for June 2024 (SUPPORTING PAPER TO FOLLOW) (RESOLUTION REQUIRED)

**15 People**

(a) Parks Team

To approve the creation of an apprenticeship role within the Parks Team (RESOLUTION REQUIRED)

**16 Data**

(a) General data protection

To accept and adopt the General Data Protection Policy presented;  
To accept and adopt Wallingford Town Councils Subject Access Statement;  
To accept and adopt the Wallingford Town Council Privacy Statement;  
To appoint the Clerk as the Data Controller for Wallingford Town Council;  
To review our supplier for data protection

(SUPPORTING PAPERS) (RESOLUTION REQUIRED)

**17     Committees and working groups**

**(a) Working groups**

To consider any new requests for working groups, including resource implications  
(RESOLUTION MAY BE REQUIRED)

**18     Future agenda items**

To identify agenda items for future meetings

The following items have already been identified or requested and these will be included in the Town Clerk's Report unless a decision is required:

- Pedestrianisation of front area of Town Hall (Town Clerk and staff team leading)
- Governance cycle (Cllr Charter has volunteered to lead) (Bandstand being used as a case study)
- Community emergency plan (The Mayor is leading, and this would be a priority once the D-Day commemoration had taken place)
- The Regal (recurring item) (current stage: feasibility review of options) (Town Clerk and staff team leading)
- IT contract, including training and policy regarding document repository (Town Clerk and staff team leading)
- Bandstand – outcome of scoping (Cllrs J Hoskins and Charter co-leading) (see also above)
- Honorary Freeman (proposed by Cllr Pannett)
- Rental property portfolio management (Town Clerk and team leading)

**CLOSED SESSION**

**19     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)

**20     Actions from previous meetings [confidential]**

To review progress on 'open' actions relating to confidential matters agreed at previous meetings (SUPPORTING PAPER)

## **21      Properties**

### **(a) The Boathouse**

To agree the heads of terms for the renewal of the lease (SUPPORTING PAPER TO FOLLOW) (RESOLUTION REQUIRED)

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

The stair lift in the Town is currently not working. Whilst we find a permanent alternative solution, we are offering virtual access to the meeting from the ground floor of the Town Council. If you would like to use this facility, please let us know by Friday, 19 July 2024 by contacting our Meetings Officer at [meetings@wallingfordtowncouncil.gov.uk](mailto:meetings@wallingfordtowncouncil.gov.uk) or phoning the Town Council Office on 01491 835373.

The next meeting of the Full Council will be held on **Monday, 19 August 2024**. The summons and agenda papers will be issued by email on 14 August 2024. Items and papers for the agenda need to have been received by the Meetings Officer at [meetings@wallingfordtowncouncil.gov.uk](mailto:meetings@wallingfordtowncouncil.gov.uk) no later than 10 August 2024. Items and documents received after this date will not be included or circulated.

**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 Luke Whitcomb, the Meetings Officer, in advance by emailing [meetings@wallingfordtowncouncil.gov.uk](mailto:meetings@wallingfordtowncouncil.gov.uk)**