



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

2 August 2024

Dear Councillors

You are hereby summoned to attend an **Extraordinary meeting** of the **Full Council** on **Wednesday, 7 August 2024 at 7.00 pm** in the **Town Hall** for the transaction of business as set out on the attached agenda.

Apologies and reasons for absence at the meeting should be sent to the Meetings Officer at meetings@wallingfordtowncouncil.gov.uk

Yours sincerely

Chairman and Mayor

EXTRAORDINARY MEETING OF THE FULL COUNCIL

WEDNESDAY, 7 AUGUST 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 and reasons for absence (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 Finance

(a) To appoint Karen Crowhurst to act as the interim Responsible Financial Officer (RFO) to Wallingford Town Council (RESOLUTION REQUIRED)

(b) To add Karen Crowhurst to the Council bank account to enable her to be able to raise payments (RESOLUTION REQUIRED)

(c) To add two other Council Members to the Council bank account to minimise risk to the Council by ensuring there is more availability for authorisation of payments (RESOLUTION REQUIRED)

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

We apologise that the stair lift in the Town is currently not working. Whilst we wait for a replacement, 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 Monday, 5 August 2024 by contacting our Meetings Officer at meetings@wallingfordtowncouncil.gov.uk or phoning the Town Council Office on 01491 835373.

The next standard meeting of the Full Council will be held on **Monday, 19 August 2024**. The summons and agenda papers will be issued by email on Tuesday, 13 August 2024. Items and papers for the agenda need to have been received by the Meetings Officer at meetings@wallingfordtowncouncil.gov.uk no later than Thursday, 8 August 2024. Items and documents received after this date will not be included or circulated.

Distribution: Town Council website and Town Hall noticeboard

We welcome members of the public at our meetings.