



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

15 October 2024

Dear Councillors

You are hereby summoned to attend the meeting of the **Full Council** on **Monday, 21 October 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

Yours sincerely

Karen Crowhurst

Locum Town Clerk & Interim Responsible Financial Officer

MEETING OF THE FULL COUNCIL
MONDAY, 21 OCTOBER 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 and the 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 Minutes

To approve the minutes of the ordinary meeting of the Full Council held on 23 September 2024, and authorise the Chairman to sign them as a correct record (SUPPORTING PAPER) (RESOLUTION REQUIRED)

5 Actions from previous meetings [public] [see also Agenda Item 19]

To review progress on 'open' actions on publicly-discussed matters agreed at previous meetings. The Action Log is reviewed in detail every quarter (January, April, July, and October). The Log will be reviewed in detail at this meeting. Actions assigned to County and District Councillors also appear on the Action Log. (SUPPORTING PAPER)

6 Mayor's communications

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

7 Town Clerk's Report

No updates have been received.

8 County and District Councillors' Reports

To receive reports from County and District Councillors

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

DECISION-MAKING

10 Community facilities

(a) The Regal

To receive the outcome of the feasibility study from ADP Carter Jonas and to select an option for implementation and to identify next steps in the achievement of that option. Councillors Margarido and Sandall are leading on this item.

The current working group has fulfilled its objective which was the completion of the feasibility study (see Agenda Item 16(b)) (SUPPORTING PAPERS) (RESOLUTION REQUIRED)

Members of the ADP Carter Jonas team will be attending to take questions.

11 Arts, culture, and heritage

(a) Town Hall, urgent repairs

To approve urgent repairs to the Town Hall. Councillor Keats-Rohan is leading on this item (SUPPORTING PAPERS, INCLUDING ONE TO FOLLOW) (RESOLUTION REQUIRED)

(b) Events programme for 2025

To determine the programme of events (including civic) to be run by the Town Council during 2025. The Locum Town Clerk is leading on this item (RESOLUTION REQUIRED)

12 Environment and sustainability

(a) Greening Wallingford Town Centre

To consider a recommendation from the Parks, Gardens, Allotments and Open Spaces Committee. Councillor Acreman is leading on this item (SUPPORTING PAPER)
(RESOLUTION REQUIRED)

(b) Red kite campaign

To consider a recommendation from the Parks, Gardens, Allotments and Open Spaces Committee. Councillor Acreman is leading on this item (SUPPORTING PAPER)
(RESOLUTION REQUIRED)

(c) Red kite trail

To consider a recommendation from the Parks, Gardens, Allotments and Open Spaces Committee. Councillor Acreman is leading on this item (SUPPORTING PAPER)
(RESOLUTION REQUIRED)

13 Health, well-being and community safety

(a) Grant - CAB

To determine an application for grant support from Oxfordshire South and Vale Citizens Advice. The Locum Town Clerk is leading on this item (SUPPORTING PAPER)
(RESOLUTION REQUIRED)

14 Finance

(a) External audit

To review quotations for the External Audit and to appoint a supplier (SUPPORTING PAPERS TO FOLLOW) (RESOLUTION REQUIRED)

15 Policies

(a) Civic policy

To consider and approve a new policy that has been recommended by the Civic and Ceremonial Committee (SUPPORTING PAPER) (RESOLUTION REQUIRED)

16 Committees and working groups

(a) Community Emergency Plan

To approve the establishment of a 'task and finish' working group to develop an emergency plan for the town. The Mayor is leading on this item (SUPPORTING PAPER)
(RESOLUTION REQUIRED)

(b) The Regal

With the completion of the feasibility study, the current incarnation of The Regal Working Group has completed its work. To determine whether a Working Group should be established to oversee the next identified phase of this major project and to determine (if so) the membership of the Working Group (RESOLUTION REQUIRED)

17 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:

- Bull Croft – reference from the Bull Croft Trust regarding the concerns of some residents in Castle Street to the proposed recreational developments (once considered by the Bull Croft Trust)
- Pedestrianisation of front area of Town Hall (Town Clerk and staff team leading)
- Community emergency plan proposal (once formalised by the working group)
- IT contract, including training and policy regarding document repository (Locum Town Clerk and staff team leading)
- Honorary Freeman (proposed by Cllr Pannett)
- Calendar of meetings for 2025/26 Municipal Year (November 2024 meeting) (Meetings Officer leading)
- Annual Town Meeting 2025 (November 2024 meeting) (Meetings Officer leading)

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 (RESOLUTION REQUIRED)

19 Actions from previous meetings [confidential]

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

20 Locum Town Clerk [confidential]

To discuss options for increasing Locum Clerk support for the office (SUPPORTING PAPER MAY FOLLOW) (RESOLUTION REQUIRED)

The quorum for the Full Council is 8

The next ordinary meeting of the Full Council will be held on **Monday, 25 November 2024**. The summons and agenda papers will be issued by email on Tuesday, 19 November 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, 14 November 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) have been published on the Town Council website and can be downloaded from there.

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