



Wallingford Town Council

8A Castle Street
Wallingford
Oxfordshire
OX10 8DL

Tel: 01491 835373

Email: meetings@wallingfordtowncouncil.gov.uk

Web: www.wallingford.gov.uk

MINUTES
of a meeting of the
FULL COUNCIL
held on
Monday, 16 December 2024 at 7.00 pm
in Wallingford Town Hall

Present

Members

Cllr Mike Acreman
Cllr Dan Beauchamp (Chairman/The Mayor)
Cllr Ailsa Charter
Cllr Susan Hendrie
Cllr Steve Holder (Deputy Mayor)
Cllr Jacki Hoskins
Cllr Mark Hoskins
Cllr Nigel Hughes
Cllr Katharine Keats-Rohan, Wallingford Town & South Oxfordshire District
Cllr Ros Lester
Cllr Diana Margarido
Cllr Len Pannett
Cllr Christine Sandall

Officers: Karen Crowhurst, Locum Clerk
Jade Howard – Tull, Finance Administrator

Others: Cllr James Barlow, South Oxfordshire District
0 members of the public
0 members of the press

466/25 Meeting protocol

The Mayor to explain the protocols to be followed for the meeting.

The Mayor reminded Members about protocol at meetings.

467/24 Apologies

Apologies were sent by Cllr's Harris, Holford and Ebrahimjee.

It was proposed by Cllr Lester and seconded by Cllr Charter that the apologies be accepted. A vote was taken by a show of hands, all Members were in favour.

468/24 Declarations of interest

No declarations of interests were received.

469/24 Minutes

To approve the minutes of the ordinary meeting of the Full Council held on 25 November 2024, and authorise the Chairman to sign them as a correct record (SUPPORTING PAPER) (RESOLUTION REQUIRED)

It was proposed by Cllr Sandall that the minutes are to be accepted. This was seconded by Cllr Acreman. All were in favour.

RESOLVED - to approve the minutes of the ordinary meeting of the Full Council held on 25 November as a true and accurate record of the meeting. The Chairman then signed the minutes.

470/24 Actions from previous meetings [public] [see also Agenda Item 16]

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 by exception at this meeting. Actions assigned to County and District Councillors also appear on the Action Log. (SUPPORTING PAPER)

A query was raised regarding the vote of no confidence to Thames Water. The Locum Clerk confirmed that the letter to Thames Water has been sent and has been advised that there will be a response in due course.

All other actions and their status were noted.

471/24 Mayor's communications

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

The Mayor congratulated all those who assisted with Christmas Sunday and thanked those who were involved.

The Mayor felt that the Christmas Carol evening was very well received.

472/24 Town Clerk's Report

To receive the Town Clerk's Report covering information-only items (SUPPORTING PAPER)

Members noted the Locum Town Clerk's report.

473/24 County and District Councillors' Reports

To receive reports from County and District Councillors

Cllr Katherine Keats – Rhoan provided a verbal report which included:

- A principal agreement which is now in place regarding a crossing at Hithercroft.
- An issue with water pipes in the same area.
- Changes to the National Planning Policy Framework which could have an impact on Wallingford
- The District Council working on a Council Plan.
- Wallingford Neighbourhood Plan.

Cllr James Barlow also provided a verbal report which included:

- Winter Brook Meadows potential development.
- An amendment to the above applications which has been submitted as a material change.
- The new medical centre.
- More houses not addressing local need.
- St Johns Road being closed because of burst pipes. Which could lead to more road closures as there could be more need for repairs going forward.
- His attendance at an Oxford on the water meeting.
- A consultation regarding Wallingford Beach, where Cllr Barlow urged Members to participate.

474/24 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.

There were no members of the public in attendance.

DECISION-MAKING

External-facing

475/24

Arts, culture, and heritage

(a) Commemorative art installation

To ratify the appointment of a local artist to design an art installation to commemorate the accession of King Charles III (SUPPORTING PAPERS) (RESOLUTION REQUIRED)

To note and reinforce the parameters of working group activities, as confirmed by the Full Council earlier this year (22 July 2024, Minute 182/24) that working groups do not have the power to make decisions. Their role is to examine an issue in detail and make recommendations, and the role of the parent body (Council or committee) is to question and challenge to ensure full transparency in the eyes of the electorate

This item was discussed in depth. There were some queries regarding the supporting document After some time. Cllr Keats-Rohan proposed that the Artist who was agreed by the Working Group be ratified. This was seconded by Cllr Acreman. The meeting moved to a vote by a show of hands, the result of which was 10 for and one abstention.

RESOLVED – to ratify the appointment of Martin Haywood-Harris to provide the artist piece as agreed by the Working Group.

It was agreed that once the artwork has been received to consult with residents to gauge opinion.

Cllr Charter was not in the meeting when this item was discussed.

(b) End of Second World War commemorative event

Cllr Charter re-joined the meeting.

To (i) agree the date of the End of Second World War commemorative event and discuss/provide a steer on what form that may take, and (ii) depending on that decision, sign up to take part in the national commemoration of VE (Victory in Europe) Day (SUPPORTING PAPER) (RESOLUTIONS REQUIRED)

After careful consideration, it was agreed for the Civic and Ceremony Committee to hold an Extraordinary meeting to bring to the January Full Council a recommendation for consideration.

(c) Non-civic events 2025

To consider a recommendation from the Tourism and Economic Development Committee on the extent and nature of Council support for non-civic events during 2025 (SUPPORTING PAPER) (RESOLUTION REQUIRED)

The Clerk advised that she had accepted a small amendment to the Committee's minutes which were still draft.

476/24

Community engagement

(a) Town Councillor surgeries

To consider a detailed proposal on how regular Town Councillor surgeries would work (SUPPORTING PAPER) (RESOLUTION REQUIRED)

At its last meeting, the Full Council RESOLVED "that the holding of regular Town Council surgeries be approved in principle and that a paper be brought to the next meeting (December 2024) proposing the detail of what form this should take (Full Council, 25 November 2024, Draft Minute 414/24)

Cllr Sandall provided an update advising that it would be preferable to hold separate surgeries from the County and District Council Surgeries.

It was proposed by Cllr Margarido the Terms of Reference presented and the above and a change be made to include Town Council surgeries as they stand. This was seconded by Cllr Lester. A vote was taken by a show of hands, all were in favour.

RESOLVED- To accept the Terms of Reference and to incorporate the changes needed.

Internal-facing**Finance****(a) Bill schedules**

To approve the bill schedules for October and November 2024 (SUPPORTING PAPERS TO FOLLOW) (RESOLUTIONS REQUIRED)

It was proposed by Cllr Huges that the bill schedules be accepted, this was seconded by Cllr M Hoskins. The meeting moved to a vote by a show of hands. All Members were in favour.

RESOLVED- To accept the bill payments presented.

(b) Cost centre analysis

To approve the accounts for Quarter 2 of 2024-25 (SUPPORTING PAPER TO FOLLOW) (RESOLUTION REQUIRED)

It was proposed by Cllr Huges that the Quarter 2 of 2024-2025 Quater be accepted, this was seconded by Cllr Lester. The meeting moved to a vote by a show of hands. All Members were in favour.

RESOLVED- To accept the Quarter 2 of 2024-2025 be accepted.

Members agreed to express a vote of thanks to the Finance Administrator for all her hard work.

(c) Budget and Precept for 2025-26

To agree the Town Council's budget and Precept for 2025-26 (SUPPORTING PAPERS TO FOLLOW)

The draft budget was reviewed in detail by the Finance and Properties Committee at a meeting on 9 December 2024 and they have RECOMMENDED by majority vote that the Full Council approves the budget for 2025-26, totalling £680,885, representing a 10.57% increase (£65,087) equivalent to an additional £15.79 for a Band D household or £1.58 for each of the 10 months; this excluded £38k for the Castle Motte which would be considered for the 2026-27 budget (Draft minute 461/24)

Cllr Hughes proposed that the precept be set at the amount of £680,885 and any forms needing to be signed by the Locum Clerk and Mayor be agreed. Cllr Hendrie seconded the proposal. A vote was taken by a show of hands, all were in favour.

RESOLVED- That the precept be set at £680,885 with an increase of 54 pence per Band D household.

478/24

Committees and working groups

(a) Committees

To note the resignation of Councillor Margarido from the Tourism and Economic Development Committee.

Members noted the resignation of Cllr Margarido.

To increase the membership of the Personnel Committee by 1 to 7 as recommended by the Committee at their meeting on 2 December 2024 (Draft minute 451/24(d)) (RESOLUTION REQUIRED)

To note and fill (if possible) vacancies on the following Council committees:

- Finance and Properties – 7 existing members, 1 vacancy, quorum of 5

There were no appointments made.

- Parks, Gardens, Allotments and Open Spaces – 6 existing members, 2 vacancies, quorum of 4

There were no appointments made.

- Planning – 6 existing members, 2 vacancies, quorum of 4

There were no appointments made.

- Tourism and Economic Development – 5 existing members, 3 vacancies, quorum of 4

There were no appointments made.

- Personnel – 6 existing members, 1 vacancy (subject to the decision above), quorum of 4

RESOLVED – To appoint Cllr Sandall to the Personnel Committee.

479/24

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)
- 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)
- Recommendation from the Civic and Ceremony Committee regarding VE day.

CLOSED SESSION

480/24

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)

It was proposed by Cllr Hendrie and seconded by Cllr Lester that the meeting moves to a confidential session. All were in favour.

2024-12-16 FC minutes PUBLIC