



Wallingford Town Council

**MINUTES
of a meeting of the
FULL COUNCIL
held on
Monday, 27 January 2025 at 7.00 pm
in Wallingford Town Hall**

Present

Members

Cllr Mike Acreman
Cllr Dan Beauchamp (Chairman/The Mayor)
Cllr Susan Hendrie
Cllr Steve Holder (Deputy Mayor)
Cllr Mark Hoskins
Cllr Nigel Hughes
Cllr Mahmood Ebrahimjee
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
Alex Rimes – Assistant to the Clerk

Others:
0 members of the public
0 members of the press

Cllr James Barlow, South Oxfordshire District
Cllr Pete Sudbury, Oxfordshire Country Council

481/25 Meeting protocol

The Mayor reminded Members about protocol at meetings.

482/25 Apologies

Apologies were sent by Cllrs Harris, Holford, J Hoskins, and Charter.

It was proposed by Cllr Holder and seconded by Cllr Acreman and **RESOLVED** unanimously that the apologies be accepted.

483/25 **Declarations of interest**

No declarations of interests were received.

484/25 **Minutes**

The Council received the minutes of the last meeting.

It was proposed by Cllr Lester and seconded by Cllr Ebrahimjee and **RESOLVED** unanimously that the minutes of the ordinary meeting of Full Council on 16 December 2024 be approved as a true and accurate record of the meeting. The Chairman then signed the minutes.

485/25 **Actions from previous meetings [public]**

Council received and discussed the action log, noting the progress and status of open and completed actions.

486/25 **Mayor's communications**

The Mayor updated the Council on recent mayoral activity and other news.

487/25 **Town Clerk's Report**

Members received and noted the Locum Town Clerk's report.

488/25 **County and District Councillors' Reports**

Cllr Pete Sudbury provided a verbal report, noting the Government's recent decision to abolish the current two-tier system and combine County and District Councils, and its potential impact on Wallingford Town Council. Given the increasing severity and frequency of severe weather events across the country, Cllr Sudbury argued for the need to ensure that councils at town and parish level have the appropriate level of devolved capability to deal with such events, and that he would be advocating for this as an outcome of the restructuring process. Members of Council were invited to send any thoughts regarding this issue to Cllr Sudbury.

489/25 **Public participation**

Speaking as a member of the public and local resident, Cllr Barlow provided a verbal update, noting the following:

- The 50 extra homes proposed by Barclay Homes, not included on the recently-withdrawn planning application.
- The inclusion in the Joint Local Plan for provision of new housing supply.
- The Transport Scheme recently approved by the Secretary of State.
- Cllr Barlow thanked those members of the public who helped during the clean-up operation following the recent raw-sewage leak on the Hithercroft road.

TRANSACTIONS OF COUNCIL BUSINESS-DECISION MAKING

Cllrs Sudbury and Barlow left the meeting before this item.

490/25

Standing Committees

Council received the minutes and decisions made by the Standing Committees for the last quarter, noting that the following minutes, which were not yet agreed by their respective committees, were for noting only:

- Finance and Properties Committee: Meeting held on 9 December 2024
- Parks, Gardens and Allotments Committee: Meeting held on 18 November 2024
- Personnel Committee: Meeting held on 2 December 2024
- Tourism and Economic Development Committee: Meeting held on 4 November 2024.

The Council received the following agreed minutes of the standing committees for the last quarter.

- Finance Committee: Minutes of the Meeting held on 11 November 2024.
- Parks, Gardens and Allotments Committee: Minutes of the meeting held on 24 September 2024.
- Personnel Committee: Minutes of the meeting held on 30 October 2024.
- Planning Committee:
 - Minutes of the meeting held on 16 October 2024
 - Minutes of the meeting held on 6 November 2024
 - Minutes of the meeting held on 27 November 2024

It was proposed by Cllr Hughes and seconded by Cllr Hendrie, and **RESOLVED** unanimously that the agreed minutes and decisions made by the Standing Committees for the last quarter be approved.

491/25

Finance

(a) Council received the bill schedules for December 2024.

It was proposed by Cllr Henrie and seconded by Cllr Hughes, and **RESOLVED** unanimously that the Bill Schedules be approved for the amount of £115,404.34.

(b) Council received the Cost Centre Report for December.

It was proposed by Cllr Ebrahimjee and seconded by Cllr Hendrie, and **RESOLVED** unanimously that the Cost Centre Report for December be accepted.

(c) Council received the Bank Reconciliation for the month of December.

It was proposed by Cllr Keats-Rohan and seconded by Cllr Margarido, and **RESOLVED** unanimously that the Bank Reconciliations for the month of December be accepted.

492/25

Committees and Working Groups: VE Day Celebrations

Council received and considered the proposed Terms of Reference and membership for the VE Day Celebrations Working Group.

- It was proposed by Cllr Pannett and seconded by Cllr Sandall and **RESOLVED** unanimously that Council accept and adopt the proposed Terms of Reference, and the membership as follows:
 - Cllr Beauchamp, as Chair
 - Cllr J Hoskins
 - Cllr Pannett
 - Simon Bristow (SNCO, RAF Benson)
 - Alex Slezak (from CVP)

[further on in the proceedings it was agreed that Cllr Lester would provide advice and guidance to this group and would attend these meetings.]

493/25

Committee Structure

Council considered the removal of Tourism Committee.

Cllr Margarido proposed and Cllr Pannett seconded, to defer this decision to the next meeting. There was a show of hands, with 8 in favour of the proposal, 3 abstentions and none against. It was **RESOLVED** to defer this decision to the next meeting.

494/25

Town Hall Project

Council received the supporting documents pertaining to the Town Hall Working Group and considered the proposed Terms of reference.

It was proposed by Cllr Sandall and seconded by Cllr Margarido, and **RESOLVED** unanimously, that the proposed Terms of Reference for the Town Hall Working Group be accepted.

495/25

Restoration of Mill Brook

Council received the supporting papers pertaining to the proposal to restore Mill Brook.

(a) It was proposed by Cllr Acreman and seconded by Cllr Sandall, and **RESOLVED** unanimously that the council support and endorse the application for section 106 funds from South Oxfordshire District Council for the restoration of Mill Brook.

496/25

Future agenda items

Council noted that the following items for inclusion at future meetings:

- Pedestrianisation of the front area of Town Hall (Town Clerk and staff team to lead).
- Community emergency plan proposal (once formalised by the working group).

Council members were invited to send any proposals for future agenda items to the Locum Clerk.

497/25

CLOSED SESSION

(a) Exclusion of press and public

It was proposed by Cllr Hughes and seconded by Cllr Margarido and **RESOLVED** unanimously that the public and press be excluded from the meeting due to the confidential nature of the business to be transacted.

(b) Actions for the previous meetings

Council reviewed progress on 'open' actions relating to confidential matters agreed at previous meetings.

(c) IT provision [confidential]

Council received and considered three quotes from potential IT services providers.

It was proposed by Cllr Holder and seconded by Cllr Lester, and **RESOLVED** unanimously that the decision be deferred to an extraordinary meeting of Full Council and that the Town Council Office put forward a briefing paper with updated quotes and a recommendation for Council's consideration. Cllr Margarido proposed, and Cllr Acreman seconded an amendment, and it was unanimously **RESOLVED** that preference be given for local businesses as part of the recommendation for a new IT Service Provider.

The meeting was closed at 8.20pm

The next ordinary meeting of the Full Council will be held on Monday 24 February 2025. The summons and agenda papers will be issued by email on Tuesday, 18 February 2025. Items and papers for the agenda need to have been received by the Locum Clerk at townclerk2@wallingfordtowncouncil.gov.uk no later than Thursday, 13 February 2025. Items and documents received after this date will not be included or circulated.

2025-01-27 FC minutes CONFIDENTIAL

Signed by the chair:

Date: