

**MINUTES OF THE ANNUAL MEETING OF THE WANTAGE TOWN  
COUNCIL HELD IN THE BEACON, PORTWAY, WANTAGE  
ON MONDAY, 8 MAY 2017 AT 7.30 P.M.**

Present: Councillor S Trinder (Town Mayor)  
Councillors A Crawford, C S Dickson, Mrs C E C Dickson, Miss K Gill,  
E C Goldsmith, J Goodman, Mrs M Gradwell, Mrs J T Hannaby, K Harris,  
B Mabbett, C McCarthy, Mrs J E Nunn-Price, P M O'Leary,  
Mrs J Reynolds and Major J Sibbald.

Other present: Five members of the public.

Clerk: Mr W P Falkenau.  
Deputy Clerk: Mrs K Buckingham.

**Apologies for Absence**

None.

The Town Mayor congratulated Councillor Mrs Hannaby on her re-election as a county councillor.

**Declarations of Disclosable Pecuniary Interests**

None.

**Statements and Questions from the Public**

None.

**1. Election of Town Mayor**

ON THE PROPOSITION of Councillor Major Sibbald  
SECONDED by Councillor Dickson  
IT WAS RESOLVED that Councillor Trinder be Town Mayor for the ensuing year.

**2. Declaration of Acceptance of Office**

Councillor Trinder signed the Declaration of Acceptance of Office.

**3. Election of Deputy Town Mayor**

ON THE PROPOSITION of Councillor Goldsmith  
SECONDED by Councillor Goodman  
IT WAS RESOLVED that Councillor McCarthy be Deputy Town Mayor for the ensuing year.

**4. Appointment of Standing Committees, sub-committees and of Committee Chairmen and Vice-Chairmen.**

ON THE PROPOSITION of Councillor McCarthy  
SECONDED BY Councillor Goldsmith  
IT WAS RESOLVED that the appointments for committees, sub-committees and committee chairmen and vice-chairman that applied in 2016/17 should apply for 2017/18.

These are as follows:

**Appointment of Standing Committees and sub-committees**

- (a) Planning Committee: Councillors Crawford, Miss Gill, Mabbett, Mrs Reynolds, Major Sibbald and Trinder.

MINUTES OF THE ANNUAL MEETING OF THE WANTAGE TOWN  
COUNCIL HELD IN THE BEACON, PORTWAY, WANTAGE  
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- (b) Leisure and Amenities: Councillors Mrs Dickson, Dickson, Goldsmith, Goodman, Mrs Gradwell, Mrs Hannaby, Harris, Mabbett, McCarthy, Mrs Nunn-Price, O'Leary, Major Sibbald and Trinder.
- (c) Promotion, Communication and Events Committee: Councillors Dickson, Goldsmith, Goodman, Mrs Gradwell, Mrs Hannaby, Harris, Mabbett, McCarthy, Major Sibbald and Trinder.
- (d) Policy, Management and Finance Committee: All Councillors.
- (e) Health Sub-committee: Councillors Crawford, Dickson, Goodman, Mrs Hannaby, Mabbett, Mrs Nunn-Price and Trinder.

**Appointment of Chairmen and Vice-Chairmen of Committees and sub-committees**

- (a) Planning Committee: Chairman - Councillor Mrs Reynolds, Vice Chairman - Councillor Mabbett.
- (b) Leisure and Amenities Committee: Chairman - Councillor Trinder, Vice-Chairman - Councillor Mrs Gradwell
- (c) Promotion, Communication and Events Committee: Chairman - Councillor Mabbett, Vice-Chairman- Councillor Goodman
- (d) Policy, Management and Finance Committee: Chairman - Councillor Dickson, Vice-Chairman - Councillor Miss Gill
- (e) Health Sub-committee: Chairman – Councillor Trinder

**5. Appointment of Internal Auditor**

ON THE PROPOSITION of Councillor Major Sibbald  
SECONDED by Councillor Mabbett  
IT WAS RESOLVED that Mr Symes be appointed Internal Auditor for the year 2017/18.

It was queried whether the Town Council had a procedure for reviewing the effectiveness of the internal auditor's work? It was also mentioned that there was a policy that required the appointment of a councillor to conduct reviews of the Council's financial procedures and systems. The Clerk advised that he was unsure about how a review of the internal auditor's work could be conducted, and he was unaware of the policy concerning the appointment of a councillor. He agreed to refer these matters to the next Policy, Management and Finance Committee meeting.

**Action: Clerk**

**6. Appointment of Members on Joint Committees**

ON THE PROPOSITION of Councillor McCarthy  
SECONDED by Councillor Mabbett  
IT WAS RESOLVED that the appointments for joint committees that applied in 2016/17 should apply for 2017/18.

These are as follows:

- (a) Wantage and Grove Traffic Advisory Committee: Councillors Mrs Nunn-Price and Trinder, and Mr Stokell and Ms Thwaite.

MINUTES OF THE ANNUAL MEETING OF THE WANTAGE TOWN  
COUNCIL HELD IN THE BEACON, PORTWAY, WANTAGE  
ON MONDAY, 8 MAY 2017 AT 7.30 P.M.

- (b) Wantage and Grove Joint Economic Forum: Councillors Dickson, Mrs Gradwell, Mrs Nunn-Price and Trinder.
- (c) Letcombe Brook Project: Councillors Crawford and Mrs Dickson.

**7. Appointment of Representatives on Other Bodies**

ON THE PROPOSITION of Councillor McCarthy  
SECONDED by Councillor Major Sibbald  
IT WAS RESOLVED that the appointments for representatives on other bodies that applied in 2016/17 should apply for 2017/18.

These are as follows:

- (a) Vale and Downland Museum (Wantage) : Trustee: Councillor Mrs Reynolds.
- (b) Independent Advice Centre: Councillor Dickson.
- (c) Parish Transport Representative: Councillor Mrs Nunn-Price.
- (d) Executive Committee of Wantage, Grove and District Twinning Association: Councillor Mrs Nunn-Price.
- (e) Dickensian Evening Working Party: Councillors Dickson and Mrs Gradwell. It was agreed that Councillor Goodman should also be a Town Council representative on this Working Party.
- (f) Friends of Sweatbox: Councillor Crawford and Mr Richardson.
- (g) Stiles Almhouses Trustee: Councillor Major Sibbald

**8. To note the completion of the Annual Internal Report 2016/17 and to approve the Annual Governance Statement, the Accounts for the Year Ended 31 March 2017, and the Statement of Accounts.**

Mr Symes, the Internal Auditor, had completed his review and in a letter/report dated 3 May 2017 advised "The Council's accounting and financial systems are up to date and well controlled". He had completed and signed the Annual Internal Audit Report 2016/17 on 2 May 2017.

- (a) Annual Governance Statement 2016/17.

ON THE PROPOSITION of Councillor Mrs Hannaby  
SECONDED by Councillor Dickson  
IT WAS RESOLVED that the Annual Governance Statement be approved and signed.

- (b) Accounts for the Year Ended 31 March 2017

The accounts were considered. It was noted that expenditure on the Volunteers' Reception should have been categorised as S137 expenditure.

ON THE PROPOSITION of Councillor Trinder  
SECONDED by Councillor Goodman  
IT WAS RESOLVED that the Accounts be approved and signed, subject to them being amended to correct the analysis of S137 expenditure. **Action: Clerk**

- (c) Accounting Statements 2016/17 for Wantage Town Council

ON THE PROPOSITION of Councillor Trinder  
SECONDED by Councillor Dickson  
IT WAS RESOLVED that the Accounting Statements be approved and signed.

**9. To approve payment of grants for 2017/2018**

ON THE PROPOSITION of Councillor Mabbett  
SECONDED by Councillor Mrs Dickson

MINUTES OF THE ANNUAL MEETING OF THE WANTAGE TOWN  
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IT WAS RESOLVED that the following grants be paid over the coming year:-

Independent Advice Centre	£10,000 (includes £5,000 for accommodation)
Joint Economic Forum	£1,000
Letcombe Brook Project	£7,000
Wantage Museum - general	£19,000
Wantage Museum - Visitor Information Point	£6,350
South and Vale Young Carers	£2,000
Sweatbox	£10,500
Wantage Counselling	£1,500
October Club	£1,500

**10. Approval of Signatories for Bank Mandate**

ON THE PROPOSITION of Councillor Trinder

SECONDED by Councillor Mrs Hannaby

IT WAS RESOLVED that the Town Mayor, Deputy Town Mayor, Committee Chairmen and Town Clerk be cheque signatories, with any three to sign.

**11. To consider Town Council insurance arrangements and whether to enter into a long term agreement**

The three year long term agreement with Zurich Municipal was coming to an end. A renewal annual premium of £3,067.53 was offered, giving a 10% discount on the normal premium, subject to entering into a five year agreement.

ON THE PROPOSITION of Councillor Major Sibbald

SECONDED by Councillor McCarthy

IT WAS UNANIMOUSLY RESOLVED to proceed with the renewal of the insurance policy with Zurich Municipal for a five year term.

**12. Minutes of the Council Meeting held on 3 April 2017**

ON THE PROPOSITION of Councillor Trinder

SECONDED by Councillor Goodman

IT WAS RESOLVED that the minutes, including confidential items, be approved and signed.

**13. Other Business**

- a) May Fair. There had been a number of issues and problems arising from the visit of the fair on the previous Saturday. These were to be referred to the next Leisure and Amenities Committee meeting for consideration. **Action: Clerk**
- b) Deputy Town Mayor's Badge of Office. The badge had been lost or mislaid. The cost of replacement was between £1,000 - £1,500. There was a possibility that the cost of the loss could be covered by insurance, dependent upon the circumstances of the loss and the terms of the policy. It was agreed to defer action in order to consider alternatives.

The meeting closed at 8.20 p.m.

WPF