

**MINUTES OF THE MEETING OF THE POLICY, MANAGEMENT AND
FINANCE COMMITTEE OF THE WANTAGE TOWN COUNCIL HELD IN
THE BEACON, PORTWAY, WANTAGE, ON MONDAY, 16 JULY 2018, AT 7.30 P.M.**

- Committee Members present: Councillor C S Dickson (Chairman)
Councillors A Crawford, Mrs CEC Dickson, E C Goldsmith, J A Goodman,
Mrs J T Hannaby, K A Harris, B Mabbett, Mrs J E Nunn-Price, Major J
Sibbald and S Trinder.
- Others present: H Goodman – Chairman of the Youth Town Council.
Representatives from the October Club – Mrs Taylor and T Howkins (part).
Two members of the public.
- Town Clerk: W P Falkenau.

Apologies for Absence

Apologies for absence were received from Councillors Miss Gill, Mrs M Gradwell, C McCarthy,
P. O’Leary and Mrs J Reynolds.

Declarations of Disclosable Pecuniary and other Interests

None.

Minutes of Meeting held on 18 June 2018

The minutes were approved and signed.

12. Statements and Questions from the Public

None.

13. Briefing by recipient of an annual grant – October Club

Mrs Taylor reported that the October Club was the only day centre for dementia sufferers in the area. It was no longer receiving any grant from Social Services towards its costs, and transport services were no longer provided by Social Services. The Club was currently financially sound, but in the future would need to look for opportunities for grants. Mrs Taylor was thanked for her briefing. It was suggested to her that grants be sought from the District Council and other parish councils. She and Mr Howkins left the meeting.

14. Matters arising from the minutes

a) Update on actions from Health Sub-Committee

The Clerk had not received any acknowledgment or response to his letter to the Chief Executive of the Oxford Health NHS Foundation Trust. The Town Mayor was to call a meeting of the Health Sub-Committee as soon as possible. Consideration was to be given to inviting the local GPs.

Action: McCarthy

b) Speed of vehicles in Newbury Street – update re request for 20 mph speed limit during M4 diversions.

Following investigation, it had been found that Mr Cockbill of Oxfordshire County Council was responsible for the operation of the signs. He was to be contacted to see if the signs could be switched on during M4 diversions.

Action: Clerk

MINUTES OF THE MEETING OF THE POLICY, MANAGEMENT AND FINANCE COMMITTEE
OF THE WANTAGE TOWN COUNCIL HELD IN THE BEACON, PORTWAY, WANTAGE,
ON MONDAY, 16 JULY 2018 AT 7.30 P.M

c) S106 contributions from Crab Hill development and funding for a Town Centre manager

The Clerk had advised St Modwen Properties that the Town Council did not wish to take responsibility for maintaining all the green spaces, but would wish to take responsibility of the allotments and possibly the community orchard. The Clerk had not yet prepared a job specification for the Town Centre Manager. **Action: Clerk**

d) Restricting access to Willow Walk Nature Reserve

The District Council had installed some bollards which would restrict access for vehicles and caravans.

e) CCTV coverage

The Clerk had not yet contacted the police concerning suggestions for sites where CCTV cameras should be located.

f) Civil parking enforcement

The Clerk had written to the leader of the District Council but had not yet received a response.

POLICY

15. To consider minutes of the Wantage and Grove Joint Economic Forum meeting held on 28 June 2018 and future arrangements for considering matters of an economic nature

The minutes were noted. The Clerk had not yet produced options for the distribution of the remaining funds. It was agreed to defer consideration of future arrangements of an economic nature until the distribution of the funds had been settled.

16. To consider minutes of Youth Town Council meetings held on 9 July 2018

It was noted that the correction to the minutes of 4 June 2018 was incorrect. It should have read "Mrs Hutchinson had approached Stockham Primary School....."

The minutes, as amended, were noted.

17. To note the Vale and Downland Museum Collections Development Policy

It was noted that decisions concerning the collection were now being taken by the curator. It was agreed that the policy be accepted.

MANAGEMENT AND FINANCE

18. Financial Statement to July 2018

The statements were considered and it was noted that the Town Council remained financially sound.

19. Accounts for Payment

ON THE PROPOSITION OF Councillor Goodman
SECONDED BY Councillor Trinder

IT WAS RESOLVED that Accounts for Payment in the sum of £22,206.19 be approved (attached).

Weed killing treatment had been given to the whole of the town. It had been planned to conduct three treatments this year, but timing meant that there would only be two. Councillors were to inform the Deputy Clerk of any areas where particular attention needed to be given. **Action: All**

20. General correspondence

Market Place licensing

The Clerk was to proceed with the license for the Market Place. The Clerk was to be the nominated person for the license.

ON THE PROPOSITION of The Chairman

IT WAS RESOLVED that in view of the confidential nature of the business about to be transacted, it was advisable in the public interest that the public and press be temporarily excluded, and they were instructed to withdraw.

Confidential Items

21. Minutes of the meeting held on 18 June 2018

The minutes were approved and signed. There were no matters arising.

22. Staffing issues

The Staffing Sub-Committee was to meet to consider arrangements for recruiting a replacement to the Deputy Clerk Communications. The Sub-Committee was asked to consider induction arrangements for new staff.

The Committee came out of confidential session.

The meeting closed at 8.06 p.m.

MINUTES OF THE MEETING OF THE POLICY, MANAGEMENT AND FINANCE COMMITTEE
OF THE WANTAGE TOWN COUNCIL HELD IN THE BEACON, PORTWAY, WANTAGE,
ON MONDAY, 16 JULY 2018 AT 7.30 P.M

Wantage Town Council

Accounts for Payment - June to July 2018

Date	Payee	Description	Powers	Ref	£
01/07/2018	Abbey Properties	Market Attendant's shed rent	OA 1985	SO	£ 100.00
01/07/2018	VWHDC	Cemetery Rates	Burials	DD	£ 57.00
01/07/2018	VWHDC	Rates for Market	OA1985	DD	£ 238.00
01/07/2018	VWHDC	Rates for car park	OA1985	DD	£ 385.00
05/07/2018	Coop	Bank charges	LGA 72	DD	£ 30.00
21/06/2018	NEST	Pension contribution payments	Office	DD	£ 195.26
21/06/2018	Staff - various	June payroll	Office/OA1985	Bacs	£ 6,174.45
		Total direct debits			£ 7,179.71
14/06/2018	HMRC	PAYE qtr 1 18/19	Office/OA 1985	306247	£ 3,305.47
14/06/2018	Windowflowers	Hanging baskets	Tourism	306248	£ 3,643.20
25/06/2018	CD associates	Banners for Armed Forces Day (AFD)	Entertainment	306249	£ 260.71
25/06/2018	SGW Payroll	Payroll processing - June	Office/OA 1985	306250	£ 66.12
02/07/2018	Charlton Env Services	Weedkilling	Highways	306251	£ 906.00
02/07/2018	Red Corner Docmt Solns	Photocopier charges	Office	306252	£ 35.12
02/07/2018	Barclaycard	Stationery	Office	306253	£ 107.94
02/07/2018	G Partridge	Allotment bond repaid	Allotments	306254	£ 25.00
04/07/2018	ApexSS	Items for AFD	Entertainment	306255	£ 169.80
04/07/2018	Adam Tickel	Refreshments for troops AFD	Entertainment	306256	£ 33.50
04/07/2018	Grundon	Bins for AFD	Entertainment	306257	£ 448.80
05/07/2018	White Horse Horticulture	Grass cutting etc at cemetery/play area/allotments June	Burials/allotments/ Open Spaces	306258	£ 1,490.00
	Cancelled			306259	£ -
05/07/2018	Seven Design Associates	Design work for AFD	Entertainment	306260	£ 360.00
05/07/2018	Mobiloo	Mobiloo for Carnival	Entertainment	306261	£ 360.00
10/07/2018	CD associates	Leaflets for AFD	Entertainment	306262	£ 110.40
10/07/2018	Startech	Stage for AFD	Entertainment	306263	£ 2,250.36
10/07/2018	Red Corner Docmt Solns	Photocopier charges	Office	306264	£ 14.06
10/07/2018	Charlton Park Studios	PA for AFD	Entertainment	306265	£ 1,440.00
		Total cheques			£ 15,026.48
		Total payments June to July 2018			£ 22,206.19