

**MINUTES OF THE MEETING OF THE POLICY, MANAGEMENT AND
FINANCE COMMITTEE OF THE WANTAGE TOWN COUNCIL HELD IN
THE BEACON, PORTWAY, WANTAGE, ON MONDAY, 24 SEPTEMBER 2018, AT 7.30 P.M.**

- Committee Members present: Councillor C S Dickson (Chairman).
Councillors A Crawford, Mrs CEC Dickson, J A Goodman, Mrs J T Hannaby,
K A Harris, B Mabbett, C McCarthy, Mrs J E Nunn-Price, P O’Leary,
Mrs J Reynolds, Major J Sibbald and S Trinder.
- Others present: M Bradfield (part) - Letcombe Brook Project Officer
S Webb (part) - King Alfred’s Scouts
W Jestico (part) - Amegos Theatre
Mrs P Williams (part) - Wantage Choral Society
Youth Town Councillor F Barr
- Town Clerk: W P Falkenau.

Apologies for Absence

Apologies for absence were received from Councillors Miss K Gill, E C Goldsmith and Mrs M Gradwell.

Declarations of Disclosable Pecuniary and other Interests

A number of non-pecuniary interests were declared. Councillors Mabbett and O’Leary were officers of King Alfred’s Scouts. Councillor Mrs Hannaby was a member of the Hospital League of Friends and a Trustee of Wantage Nursing Home Trust. Councillors Mrs Dickson and Mrs Reynolds were members of the Letcombe Brook Project Committee.

Minutes of Meeting held on 16 July 2018

These were amended on page 3, item 20. The words “license” were changed to “licence”. The minutes, as amended, were approved and signed.

23. Statements and Questions from the Public

None.

24. Briefing by recipient of an annual grant – Letcombe Brook Project

Mr Bradfield reported on work activities since his appointment as the Project Officer and on proposed future work activities. He was seeking more volunteers to support his work. Mr Bradfield was thanked for his briefing and he left the meeting.

25. Briefings by applicants for donations and grants

a) King Alfred’s Scouts

Mr Webb advised that the Scouts were seeking a donation towards the purchase of a trailer. Equipment for outside activities was currently being transported in cars of leaders and parents. It would be much easier for the Scouts if the equipment could be transported in a trailer. It was noted that the trailer could be available for the Town Council’s use. Mr Webb was thanked for his briefing.

b) Amegos Theatre

Mr Jestico advised that the theatre was seeking a donation towards the cost of its current production “Crazy for You”. He advised that the cost of licences for putting on popular shows were high. Mr Jestico was thanked for his briefing.

c) Wantage Choral Society

Mrs Williams advised that the principal purpose for seeking a donation was to contribute to the cost of setting up a website for the Society. The Society was also seeking to establish a £25,000 fund to provide sufficient reserves to safeguard the future of the Society. Mrs Williams was thanked for her briefing.

Mr Jestico left the meeting.

26. Matters arising from the minutes

a) Update on actions from Health Sub-Committee

These were to be dealt with under item 28 below.

b) Speed of vehicles in Newbury Street – update re request to switch on 20 mph signs by Church of England School during A34/M4 diversions

The County Council Officers were struggling to identify how the signs by the school were being switched on and off. The signs were many years old and it was proving difficult to secure information on how they were operated. It was suggested that consideration be given to replacing the signs with new ones. Councillor Mrs Hannaby agreed to take this up with the County Council. **Action: Mrs Hannaby**

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

St Modwen's had agreed to the Town Council taking responsibility for the new allotment site. They were yet to provide more information regarding the community orchard. The Clerk reported that Mrs Elkins, a District Council Officer, had been assigned to deal the S106 agreement for Crab Hill on the District Council's behalf. He was due to meet her the following day to discuss proposal for the community building. The first houses on the Crab Hill development were due to be occupied in October. This would trigger a significant number of S106 contributions to the District Council. It was agreed that a meeting of the S106 Sub-committee be held as soon as possible and that Mrs Elkins be invited to attend. **Action: Clerk**

There was a need to give priority to a proposal for the recruitment of a Town Centre manager.

Action: Clerk

d) Update on weed killing around the town.

The weed killing of the whole town had been undertaken in June. A further spraying was due to be undertaken shortly. The Clerk was to arrange for a plan of the areas to be covered to be passed to Councillors. **Action: Clerk**

Mr Webb left the meeting.

POLICY

27. To consider minutes of Youth Town Council meeting held on 17 September 2018

Youth Town Councillor Barr had been elected as Chairman of the Youth Town Council. He reported on matters that had been considered at the meeting. He was thanked for this.

28. To consider minutes of Health Sub-committee meeting held on 13 September 2018

The minutes were noted. At the recent County Council Joint Health Overview and Scrutiny Committee meeting, the Health Trust had been charged with coming forward by 29 November with a proposal for

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the refurbishment of the Community Hospital or consultation on its closure. A meeting of the Oxfordshire Clinical Commissioning Group was to be held on 27 September at which campaigners were due to lobby for the re-opening of the Community Hospital beds.

Dr Davies had been unable to attend the Sub-committee meeting. He had sent an email apologising for his absence and detailing progress concerning the extension to the Health Centre. It was agreed that a further meeting of the Health Sub-committee should be called and that Dr Davies and Dr Gaw be invited to attend. The date for this was to be dependent on their availability. **Action: Clerk**

29. To consider options for distribution of residual Joint Economic Forum funds – see Clerk’s memorandum of 19 September 2018

Councillor Mrs Nunn-Price declared an interest as a member of Grove Parish Council. The Clerk had prepared a schedule identifying contributions from each of the Councils since 2013/14 when Grove Parish Council became a full member of the Forum. He had assigned expenditure against the income from each Council. It was agreed to focus on the funds to be returned to Grove Parish Council and defer consideration of what funds might be attributed between the Town Council and the District Council. The schedule detailed a possible return of contribution to Grove Parish Council of £1435.50 and a £1000 contribution to the shop signing project (£2435.50 in total).

ON THE PROPOSITION of Councillor Goodman
SECONDED BY Councillor Mabbett

IT WAS RESOLVED to accept the figures put forward in the schedule and to refer this to Grove Parish Council for their consideration. **Action: Clerk**

MANAGEMENT AND FINANCE

30. Requests for donations and grants

a) King Alfred’s Scouts

It was noted that for a small amount added to the sum requested by the Scouts a trailer with a ramp could be purchased.

ON THE PROPOSITION of Councillor McCarthy
SECONDED BY Councillor Mrs Nunn-Price

IT WAS UNANIMOUSLY RESOLVED to provide a donation of £1200 with a view to the Scouts purchasing a trailer with a ramp.

b) Amegos Theatre

ON THE PROPOSITION of Councillor Goodman
SECONDED BY Councillor Mabbett

IT WAS UNANIMOUSLY RESOLVED that a £500 donation be given to the Amegos Theatre Group.

c) Wantage Choral Society

ON THE PROPOSITION of Councillor Mrs Hannaby
SECONDED BY Councillor Goodman

IT WAS UNANIMOUSLY RESOLVED that a donation of £500 be given to the Wantage Choral Society.

Mrs Williams left the meeting.

Some members expressed concern that they were inhibited in their discussion by the presence of an applicant during the consideration of the donation request.

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ON THE PROPOSITION of Councillor Crawford
SECONDED BY Councillor McCarthy

IT WAS RESOLVED that in future the consideration of donations requests should be undertaken in confidential session.

31. Accounts for Payment

There were a number of typographical errors in the schedule to be corrected. **Action: Clerk**

The purchase of the Silent Soldiers was noted. The Clerk was to prepare a risk assessment for the attachment of a silhouette to the outside of The Beacon building. **Action: Clerk**

ON THE PROPOSITION of Councillor Dickson
SECONDED BY Councillor McCarthy

IT WAS RESOLVED that accounts for payment (attached) in the sum of £44,586.85 be approved.

32. General correspondence

None.

Confidential Items

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.

33. Staffing issues

The Clerk reported on the appointment of Mr Davies as Deputy Town Clerk.

Youth Town Councillor Barr left the meeting.

It was agreed that a vote of thanks be given to Youth Town Councillor H Goodman for his work as Chairman of the Youth Town Council over the past three years. **Action: Clerk**

The meeting came out of confidential session.

The meeting closed at 8.40 p.m.

WPF/ME

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Wantage Town Council

Accounts for Payment - July to September 2018

Date	Payee	Description	Powers	Ref	£
01/08/2018	Abbey Properties	Market Attendant's shed rent	OA 1985	SO	£ 100.00
01/09/2018	Abbey Properties	Market Attendant's shed rent	OA 1985	SO	£ 100.00
01/08/2018	VWHDC	Cemetery Rates	Burials	DD	£ 57.00
01/08/2018	VWHDC	Rates for Market	OA1985	DD	£ 238.00
01/08/2018	VWHDC	Rates for car park	OA1985	DD	£ 385.00
01/09/2018	VWHDC	Cemetery Rates	Burials	DD	£ 57.00
01/09/2018	VWHDC	Rates for Market	OA1985	DD	£ 238.00
01/09/2018	VWHDC	Rates for car park	OA1985	DD	£ 385.00
21/07/2018	NEST	Pension contribution payments	Office	DD	£ 168.44
21/08/2018	NEST	Pension contribution payments	Office	DD	£ 168.44
21/09/2018	NEST	Pension contribution payments	Office	DD	£ 182.07
21/07/2018	Staff - various	July payroll	Office/OA1985	Bacs	£ 8,000.53
21/08/2018	Staff - various	August payroll	Office/OA1985	Bacs	£ 7,029.49
21/09/2018	Staff - various	September payroll	Office/OA1985	Bacs	£ 6,889.67
		Total direct debits			£ 23,998.64
16/07/2018	C Gradwell	Bands for Armed Forces Day (AFD)	Entertainment	306266	£ 1,500.00
16/07/2018	R & R Frontline	Security for AFD	Tourism	306267	£ 1,080.00
16/07/2018	Twinning Association	Mably town visit leaving reception	Tourism	306268	£ 152.00
16/07/2018	Drayton Construction	Instal/remove Xmas poles	Tourism	306269	£ 612.00
18/07/2018	Royal British Legion	Silent Soldiers	S137	306270	£ 1,750.00
18/07/2018	L Smith	Bus shelter cleaning	Highways	306271	£ 60.00
18/07/2018	M Bradbury	Return of allotment bond	Allotments	306272	£ 50.00
	Cancelled			306273	£ -
23/07/2018	Viking	Stationery	Office	306274	£ 209.73
23/07/2018	Charlton School PTA	Refreshments for troops AFD	Entertainment	306275	£ 150.00
23/07/2018	Westcotec	VAS for Ickleton Road	Highways	306276	£ 2,940.00
23/07/2018	SGW Payroll	Payroll processing - July	Office/OA 1985	306277	£ 66.12
23/07/2018	V&D Museum	2nd qtr grant re museum	Entertainment	306278	£ 4,750.00
23/07/2018	V&D Museum	2nd qtr grant re tourist info point	Tourism	306279	£ 1,587.50
30/07/2018	ApexSS	Replace lost cheque 6255 £169.80	-	306280	-
30/07/2018	SB Services	Bench seat repair Naldertown	Highways	306281	£ 192.00
30/07/2018	BT	Internet services	Office	306282	£ 124.68
30/07/2018	Wantage Silver Band	Donation re AFD	Entertainment	306283	£ 150.00
	Cancelled	-	-	306284	£ -
30/07/2018	Barclaycard	Printer cartridges, Land Registry searches, stamps, market trolley, no waiting cones and TEN	Office/OA 1985	306285	£ 600.62

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Date	Payee	Description	Powers	Ref	£
08/08/2018	OALC	Planning training	LGA 72	306286	£ 48.00
08/08/2018	Red Corner Docmt Solns	Photocopier charges July	Office	306287	£ 30.50
08/08/2018	White Horse Horticulture	Grass cutting etc at cemetery/play area/allotments July	Burials/Open Spaces	306288	£ 1,135.00
31/08/2018	Wantage TC	Trf of £50k to Barclays	-	306289	£ -
31/08/2018	W Breakspear	Cemetery skips	Burials	306290	£ 1,140.00
31/08/2018	Parochial CC	Contbn re Fr Salter freedom event	Freedom	306291	£ 92.43
31/08/2018	White Horse Horticulture	Grass cutting etc at cemetery/play area/allotments August	Burials/Open Spaces	306292	£ 820.00
31/08/2018	Viking	Stationery	Office	306293	£ 11.98
05/09/2018	Red Corner Docmt Solns	Copier charges	Office	306294	£ 26.63
05/09/2018	SGW Payroll	Payroll processing - August	Office/OA 1985	306295	£ 66.12
12/09/2018	Land Registry	Title plan Crab Hill	Allotments	306296	£ 7.00
12/09/2018	Mrs J Horton	Deposit for Volunteers Reception refreshments	S137	306297	£ 140.00
12/09/2018	BT	Telephone services	Office	306298	£ 80.46
12/09/2018	Crab Hill Devt	Rent for Grove Road allotments	Allotments	306299	£ 342.00
13/09/2018	SGW Payroll	Payroll processing - September	Office/OA 1985	306300	£ 62.64
17/09/2018	SB Building Services	Grove Road allotment water tank	Allotments	306300	£ 305.40
17/09/2018	HMRC	PAYE 2nd quarter	Office/OA 1985	306301	£ 305.40
		Total cheques			£ 20,588.21
		Total payments July to September 2018			£ 44,586.85