

**MINUTES OF THE MEETING OF THE POLICY, MANAGEMENT AND
FINANCE COMMITTEE OF THE WANTAGE TOWN COUNCIL HELD IN
THE BEACON, PORTWAY, WANTAGE, ON MONDAY, 5 NOVEMBER 2018, AT 7.30 P.M.**

- Committee Members present: Councillor C S Dickson (Chairman).
Councillors Mrs CEC Dickson, C S Dickson, J A Goodman, Mrs M Gradwell,
Mrs J T Hannaby, K A Harris, B Mabbett, Mrs J E Nunn-Price,
Mrs J Reynolds and Major J Sibbald.
- Others present: J Mitchell - Opera Unmasked (part),
P Leavey – Cornucopia (part),
H Francis and J Church – Camel Pre-School (part)
J Tabor – Be Free Young Carers (part).
- Town Clerk: W P Falkenau.

Apologies for Absence

Apologies for absence were received from Councillors A Crawford, Miss K Gill, E C Goldsmith, C McCarthy, P O’Leary and S Trinder and Youth Town Council Chairman F Barr.

Declarations of Disclosable Pecuniary and other Interests

None.

Minutes of Meeting held on 24 September 2018

The minutes were approved and signed.

34. Statements and Questions from the Public

None.

35. Briefings by applicants for donations and grants

a) Opera Unmasked

Mr Mitchell was seeking a contribution towards the cost of producing the monthly newsletter for Opera Unmasked. The newsletter helped to keep the public informed of opera and arts related events in the town. Mr Mitchell was thanked for his briefing and he left the meeting.

b) Cornucopia

Mr Leavey advised that Cornucopia was a group that provided performances of Appalachian and clog dancing. The nature of the dancing required a portable and temporary flooring to be put down for performances. A new trailer was required to transport and store the flooring. Mr Leavey was thanked for his briefing and he left the meeting.

c) Be Free Young Carers

Mr Tabor gave a briefing on recent activities of the charity and the increasing demands upon it. He was thanked for this and he left the meeting.

36. To receive request from Camel Pre-School to locate building on the Stockham Park Play Area

Mrs Frances reported that the Pre-School was seeking to relocate from Stockham School to somewhere where they had a longer tenure. An offer to provide a new building on Convent land had been withdrawn and the Pre-School was looking for an alternative location. The Stockham Park Play Area had been identified as a site that might be suitable. The Pre-School had six years left on its current lease

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at Stockham School and was seeking to ensure that there were suitable facilities available when the lease terminated. Mrs Frances and Mrs Church were thanked for their briefing and they left the meeting.

37. Matters arising from the minutes

- a) Update on speed of vehicles in Newbury Street – re switching on 20 mph signs.

The arrangements for switching on and off the signs had been sorted.

- b) Update on weed killing around the town.

Maps detailing the areas covered by the weed killing had been passed to Councillors. Although there had been a recent spraying, there was evidence of some weeds remaining. It was suggested that another spraying should take place before the Spring to deal with any remaining weeds. This matter was now to be taken forward by the Leisure and Amenities Committee.

- c) Update on actions arising from Health Sub-Committee meeting held on 13 September 2018.

It was agreed that another meeting should be held and that 19 November was possibly a suitable date.

- d) To consider further actions concerning distribution of residual Joint Economic Forum funds.

Grove Parish Council had accepted the proposal to pay it £2,435.50 and this had been paid. This left a fund balance of £5,458 derived from contributions from the Town and District Councils. A method for determining how the balance should be attributed to each Council was not immediately obvious.

ON THE PROPOSITION of Councillor Dickson

SECONDED BY Councillor Goodman

IT WAS RESOLVED that the funds should be retained by the Town Council and used to pay for a CCTV project in the town centre which was being investigated when the Forum was disbanded. Quotes for the purchase of the CCTV equipment needed to be sought.

POLICY

38. To consider minutes of Youth Town Council meeting held on 29 October 2018

The minutes were noted.

39. To consider minutes of S106 Sub-committee meeting held on 1 November 2018

Councillor Mrs Hannaby gave her apologies for being unable to attend the sub-committee meeting at its earlier start time. The actions proposed in the minutes were noted and approved. Councillor Goodman was to work with Street Pastors, the Cricket Club and Betjeman Park in applying for contributions relating to them. Councillor Mrs Nunn-Price was to work with the Wilts and Berks Canal Group. It was suggested that contributions for the Letcombe Brook Project should also be sought.

A number of Councillors and the Clerk had attended the St Modwen briefing on the community hall on 29 October. It had been agreed that those interested in managing the community hall should engage with the Clerk with a view to developing proposals. References were made at the meeting to obligations in the S106 agreement. There was a need to clarify where these obligations were covered within the S106 agreement. It was agreed to refer this to Ms Elkins, the District Council Crab Hill S106 Officer, for her comment.

Action: Clerk

40. Arrangements for Seesen Civic Visit – 6 to 10 December 2018

The programme for the visit was being prepared. It had been suggested that a Seesen flag be flown on Dickensian Evening to recognise the visit. The Clerk had been unable to source suitable flags. It was agreed that the Clerk should contact Mr Reimann of Seesen to see if flags could be brought by the visiting party.

MANAGEMENT AND FINANCE

41. Accounts for Payment

ON THE PROPOSITION of Councillor Goodman
SECONDED BY Councillor Mrs Nunn-Price
IT WAS RESOLVED that Accounts for Payment in the sum of £53,487.16 (attached) be approved.

42. Estimates 2019/2020

An estimates worksheet prepared by the Clerk was considered.

ON THE PROPOSITION of Councillor Mrs Reynolds
SECONDED BY Councillor Mabbett
IT WAS RESOLVED that the annual amount relating to the Letcombe Brook Project on the worksheet be increased from £8,000 to £9,000.

43. General correspondence

a) Internal Audit

A letter had been received from Mr Symes advising that he will no longer be providing internal audit services. The Clerk was to investigate arrangement for recruiting a new internal auditor.

Action: Clerk

b) Trees of Remembrance

Oxfordshire County Council, in partnership with The Woodland Trust, were offering native species young saplings free of charge to mark the centenary of the Armistice of WW1.

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.

44. To consider donation requests

a) Opera Unmasked

Councillor Mrs Hannaby declared an interest as a member of the Opera Unmasked management committee and she left the meeting for this item.

ON THE PROPOSITION of Councillor Mrs Reynolds
SECONDED BY Councillor Goodman
IT WAS RESOLVED to provide a donation of £600 towards the cost of producing the newsletter, subject to Mr Mitchell working with the Town Council to include events and other information in the monthly newsletter.

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b) Cornucopia

ON THE PROPOSITION of Councillor Mrs Nunn-Price

SECONDED BY Councillor Major Sibbald

IT WAS MOVED to offer to the group a donation to meet half of the cost of the trailer on the basis this matched funds from other bodies. In a vote, this was approved eight in favour, one against.

c) Be Free Young Carers

ON THE PROPOSITION of Councillor Major Sibbald

SECONDED BY Councillor Mabbett

IT WAS RESOLVED that a donation of £5,000 be made, payable in instalments over four quarters.

Consideration of whether to make an annual grant to Be Free Young Carers was to be deferred until after the elections next May.

45. To consider request from Camel Pre-School to locate building on the Stockham Park Play Area

ON THE PROPOSITION of Councillor Dickson

SECONDED BY Councillor Goodman

IT WAS MOVED to advise the Pre-School that the Town Council is happy in principle to consider the location of a Pre-School building on the Stockham Park Play Area. This was approved, nine in favour, one against.

The meeting came out of confidential session.

The meeting closed at 9.21 p.m.

WPF/ME

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Wantage Town Council

Accounts for Payment - September to October 2018

Date	Payee	Description	Powers	Ref	£
01/10/2018	Abbey Properties	Market Attendant's shed rent	OA 1985	SO	£ 100.00
01/11/2018	Abbey Properties	Market Attendant's shed rent	OA 1985	SO	£ 100.00
01/10/2018	VWHDC	Cemetery Rates	Burials	DD	£ 57.00
01/10/2018	VWHDC	Rates for Market	OA1985	DD	£ 238.00
01/10/2018	VWHDC	Rates for car park	OA1985	DD	£ 385.00
01/11/2018	VWHDC	Cemetery Rates	Burials	DD	£ 57.00
01/11/2018	VWHDC	Rates for Market	OA1985	DD	£ 238.00
01/11/2018	VWHDC	Rates for car park	OA1985	DD	£ 385.00
21/10/2018	NEST	Pension contribution payments	Office	DD	£ 169.55
21/10/2018	Staff - various	October payroll	Office/OA1985	Bacs	£ 6,690.88
Total direct debits					£ 8,420.43
24/09/2018	White Horse Horticulture	Grass cutting etc at cemetery/play area and allotments September	Burials/Open Spaces/allotments	306303	£ 775.00
24/09/2018	Castle Water	Water supply Grove Rd allotments	Allotments	306304	£ 233.39
01/10/2018	Wantage Lit Festival	Donation re Youth Town Council	Entertainment	306305	£ 1,000.00
01/10/2018	Barclaycard	Postage	Office	306306	£ 116.00
01/10/2018	VWHDC	Office maintenance 17/18	Office	306307	£ 1,842.12
01/10/2018	Moore Stephens	Aufit Fee 17/18	LGA 72	306308	£ 999.60
01/10/2018	Oxfordshire CC	Larkhill allotments rent - back adjust	Allotments	306309	£ 538.25
01/10/2018	Nationwide	Transfer of funds £25,000		306310	£ -
01/10/2018	Red Corner Docmt Solns	Photocopying September	Office	306311	£ 16.34
01/10/2018	Dickensian Evening	Annual grant	Entertainment	306312	£ 500.00
01/10/2018	Independent Advice Centre	2nd half grant	Information	306313	£ 5,000.00
01/10/2018	Letcombe Brook Project	2nd half grant	Tourism	306314	£ 4,000.00
01/10/2018	V&D Museum	3rd qtr grant re museum	Entertainment	306315	£ 4,750.00
01/10/2018	V&D Museum	3rd qtr grant re tourist info point	Tourism	306316	£ 1,587.50
01/10/2018	October Club	2nd half grant	Entertainment	306317	£ 1,500.00
01/10/2018	Wantage Counselling	2nd half grant	Information	306318	£ 1,500.00
01/10/2018	Viking	Stationery	Office	306319	£ 214.72
08/10/2018	Wantage Choral Society	Donation	Entertainment	306320	£ 500.00
08/10/2018	Amegos Theatre	Donation	Entertainment	306321	£ 500.00
08/10/2018	4th KA Scouts	Donation	Entertainment	306322	£ 1,200.00
08/10/2018	Oxfordshire CC	Larkhill allotments rent	Allotments	306323	£ 239.63
08/10/2018	Sweatbox	Annual grant	Entertainment	306324	£ 10,500.00
08/10/2018	Charlton Environmental	Weedkilling	Highways	306325	£ 906.00
15/10/2018	Castle Water	Water supply cemetery	Burials	306326	£ 29.20

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Date	Payee	Description	Powers	Ref	£
15/10/2018	SGW Payroll	Payroll processing - October	Office/OA 1985	306327	£ 62.64
16/10/2018	JM Horton	Refreshments for Volunteers Reception	S137	306328	£ 465.00
18/10/2018	C McCarthy	Town Mayor's allowance 2nd half	LGA 72	306329	£ 1,350.00
18/10/2018	Mobiloo	Toilet for Dickensian Evening	Tourism	306330	£ 360.00
18/10/2018	Grove Parish Council	JEF fund reimbursement	LGA 72	306331	£ 2,435.50
18/10/2018	Castle Water	Water for Grove Rd allotments	Allotments	306332	£ 43.53
19/10/2018	The Dolphin	Frame for Pride in Wantage Certificate	S137	306333	£ 50.40
-	cancelled			306334	£ -
29/10/2018	White Horse Horticulture	Grass cutting etc at cemetery/play area October	Burials/Open Spaces	306335	£ 585.00
29/10/2018	L Smith	Bus shelter cleaning	Highways	306336	£ 60.00
29/10/2018	Barclaycard	Postage, stationery, flags, condolence books, scalpings for allotment, domain name, laptop power supply, defib pads, sandbags	Office, allotments, OA 1985, Locality	306337	£ 722.42
29/10/2018	BT	Broadband services	Office	306338	£ 129.72
31/10/2018	Red Corner Docmt Solns	Photocopying charges October	Office	306339	£ 18.77
31/10/2018	WP Falkenau	Survey Monkey	Locality	306340	£ 336.00
		Total cheques			£ 45,066.73
		Total payments September to October 2018			£ 53,487.16