

**MINUTES OF THE ANNUAL MEETING OF THE WANTAGE TOWN
COUNCIL HELD IN THE BEACON, PORTWAY, WANTAGE
ON MONDAY, 13 MAY 2019 AT 7.30 P.M.**

Present: Councillor C McCarthy (Town Mayor up to item 1 and present for the remainder of the meeting)
Councillor Major J Sibbald (Town Mayor from item 1)
Councillors Dr I R Cameron, A Crawford, O C Curley, A Dunford, T Gilhome, J Goodman, JT Hannaby, E L Johnson, A C Menzies, J E Nunn-Price, P M O'Leary, I L Sheldon, Dr C Walters and C H Wills-Wright.

Others present: One member of the public.

Clerk: Mr W P Falkenau.
Deputy Clerk: Miss S Sanders.

Apologies for Absence

None.

Declarations of Disclosable Pecuniary Interests

None.

Statements and Questions from the Public

None.

1. Election of Town Mayor

ON THE PROPOSITION of Councillor Goodman
SECONDED by Councillor Nunn-Price
IT WAS MOVED that Councillor Goodman be Town Mayor.

ON THE PROPOSITION of Councillor Crawford
SECONDED BY Councillor O'Leary
IT WAS MOVED that Councillor Major Sibbald be Town Mayor.

In a vote, three were in favour of Councillor Goodman and fourteen in favour of Councillor Major Sibbald. It was therefore resolved that Councillor Major Sibbald be Mayor for the ensuing year.

Councillor Major Sibbald thanked Councillor McCarthy for the good work he had done as Town Mayor over the past year. He presented him with a past town mayor badge.

2. Declaration of Acceptance of Office

Councillor Major Sibbald signed the Declaration of Acceptance of Office.

3. Election of Deputy Town Mayor

ON THE PROPOSITION of Councillor Hannaby
SECONDED by Councillor Goodman
IT WAS RESOLVED that Councillor O'Leary be Deputy Town Mayor for the ensuing year.

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

Appointment of Standing Committees and sub-committees

Councillors had indicated to the Clerk their committee preferences prior to the meeting. A sheet detailing these had been distributed.

ON THE PROPOSITION of Councillor Crawford

SECONDED BY Councillor Gilhome

IT WAS RESOLVED that the committee and sub-committee memberships as detailed on the preference sheet be adopted.

These were as follows:

- (a) Planning Committee: Councillors Dr Cameron, Dunford, Gilhome, Johnson, Menzies, Sheldon, and Major Sibbald.
- (b) Leisure and Amenities: Councillors Duveen, Goodman, Hannaby, Johnson, Menzies, Nunn-Price, O'Leary, Sheldon and Major Sibbald.
- (c) Promotion, Communication and Events Committee: Councillors Crawford, Curley, Gilhome, Goodman, Hannaby, Nunn-Price, Major Sibbald, Dr Walters and Wills-Wright.
- (d) Policy, Management and Finance Committee: All Councillors.
- (e) Health Sub-committee: Councillors Crawford, Dunford, Hannaby, Johnson, Menzies, Sheldon, Major Sibbald and Dr Walters.
- (f) Staffing sub-committee: Councillors Crawford, Goodman, Hannaby and Major Sibbald.
- (g) S106 sub-committee: Councillors Cameron, Crawford, Dunford, Gilhome, Goodman, Hannaby, Nunn-Price, Major Sibbald and Wills-Wright.

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

These are as follows:

- (a) Planning Committee:

ON THE PROPOSITION of Councillor Crawford

SECONDED BY Councillor Hannaby

IT WAS RESOLVED that Councillor Major Sibbald be Chairman of this Committee.

ON THE PROPOSITION of Councillor Crawford

SECONDED BY Councillor Cameron

IT WAS RESOLVED that Councillor Johnson be Vice-Chairman of the Planning Committee.

- (b) Leisure and Amenities Committee:

ON THE PROPOSITION of Councillor Johnson

SECONDED BY Councillor O'Leary

IT WAS RESOLVED that Councillor Hannaby be Chairman of the Leisure and Amenities Committee.

ON THE PROPOSITION of Councillor Hannaby

SECONDED BY Councillor Wills-Wright

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IT WAS RESOLVED that Councillor Johnson be Vice-Chairman of the Leisure and Amenities Committee.

(c) Promotion, Communication and Events Committee:

ON THE PROPOSITION of Councillor Crawford

SECONDED BY Councillor Menzies

IT WAS RESOLVED that Councillor Dr Walters be Chairman of the Promotion, Communication and Events Committee.

ON THE PROPOSITION of Councillor Crawford

SECONDED BY Councillor Mrs Duveen

IT WAS RESOLVED that Councillor Wills-Wright be Vice-Chairman of the Promotions, Communication and Events Committee.

(d) Policy, Management and Finance Committee:

ON THE PROPOSITION of Councillor Sheldon

SECONDED BY Councillor Dr Walters

IT WAS RESOLVED that Councillor Crawford be Chairman of the Policy, Management and Finance Committee.

ON THE PROPOSITION of Councillor Crawford

SECONDED BY Councillor Dunford

IT WAS RESOLVED that Councillor Sheldon be Vice-Chairman of the Policy, Management and Finance Committee.

It was agreed to defer the appointment of the Chairman and Vice-Chairman of the Sub-committees to the next meeting of the Policy, Management and Finance Committee, these all being sub-committees of that committee.

5. Appointment of Members on Joint Committees

(a) Wantage and Grove Traffic Advisory Committee:

It was agreed that Councillor Gilhome and S Thwaite of the Mobility Group be members of the Traffic Advisory Committee. This left two places to be filled. It was agreed that further nominations be referred to the next Planning Committee meeting. **Action: Clerk**

6. Appointment of Representatives on Other Bodies

(a) Vale and Downland Museum (Wantage):

ON THE PROPOSITION of Councillor Crawford

SECONDED BY Councillor Mrs Duveen

IT WAS MOVED that Councillor Cameron be nominated as Trustee of the museum.

ON THE PROPOSITION of Councillor Goodman

SECONDED BY Councillor Dr Walters

IT WAS MOVED that Councillor Goodman be a Trustee of the museum.

In a vote, twelve were in favour of Councillor Dr Cameron and three in favour of Councillor Goodman.

IT WAS RESOLVED that Councillor Cameron be nominated as a trustee of the museum.

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(b) Letcombe Brook Project:

ON THE PROPOSITION of Councillor Cameron
SECONDED BY Councillor Crawford
IT WAS MOVED that Councillor Goodman be a member of the Letcombe Brook Project Steering Group.

ON THE PROPOSITION of Councillor Johnson
SECONDED BY Councillor Hannaby
IT WAS MOVED that Councillor Crawford be a member of the Letcombe Brook Project Steering Group. There being no other nominations, it was resolved that Councillors Goodman and Crawford be appointed as members of the steering group.

(c) Independent Advice Centre:

ON THE PROPOSITION of Councillor Goodman
SECONDED BY Councillor O'Leary
IT WAS MOVED that Councillor Goodman be nominated as the trustee of the Independent Advice Centre.

ON THE PROPOSITION of Councillor Crawford
SECONDED BY Councillor Mrs Hannaby
IT WAS MOVED that Dr Walters be nominated a trustee of the Independent Advice Centre.

In a vote, two favoured Councillor Goodman and thirteen favoured Councillor Dr Walters. Councillor Dr Walters was therefore nominated as trustee of the Independent Advice Centre.

(d) Parish Transport Representative:

ON THE PROPOSITION of Councillor Crawford
SECONDED BY Councillor Sheldon
IT WAS RESOLVED that Councillor Gilhome be the Parish Transport Representative.

(e) Executive Committee of Wantage, Grove and District Twinning Association:

ON THE PROPOSITION of Councillor Goodman
SECONDED BY Councillor O'Leary
IT WAS RESOLVED that Councillor Nunn-Price be nominated to the Executive Committee of the Twinning Association.

(f) Dickensian Evening Working Party:

Councillors Goodman, Johnson, O'Leary, Dr Walters and Wills-Wright agreed to be members of the Dickensian Evening Working Party.

(g) Friends of Sweatbox:

ON THE PROPOSITION of Councillor Crawford
SECONDED BY Councillor Gilhome
IT WAS RESOLVED that Councillor Menzies be nominated to the Friends of Sweatbox.

(h) Wantage and Grove Community Led Children's Services:

ON THE PROPOSITION of Councillor Crawford
SECONDED BY Councillor Goodman
IT WAS RESOLVED that Councillor Hannaby be nominated as a representative of Wantage and Grove Community Led Children's Services.

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(i) Robert Stiles Almshouse:

ON THE PROPOSITION of Councillor Goodman
SECONDED BY Councillor Crawford

IT WAS RESOLVED that Councillor Major Sibbald be a trustee of the Robert Stiles Almshouse.

(j) OX12 OCCG Stakeholders Group:

ON THE PROPOSITION of Councillor Hannaby
SECONDED BY Councillor Duveen

IT WAS RESOLVED that Councillor Crawford be a member of the Stakeholder Group.

7. To consider reports from the 2018/19 Internal Audit Review

Mr Rose, the Internal Auditor had conducted a review in April 2019 and had signed the Annual Internal Report 2018/19 on 24 April confirming that the Council had met all the internal control objects. In a separate report he had detailed a number of observations that had arisen from the review. The Clerk as Responsible Financial Officer had commented on each of the observations. In most cases information had been supplied or actions taken. Mr Rose had queried the PAYE treatment of the Town Mayor's allowance. The Clerk was seeking guidance concerning this. It was agreed that these matters be followed up at the next Policy, Management and Finance Committee meeting. **Action: Clerk**

ON THE PROPOSITION of Councillor Mrs Nunn-Price
SECONDED by Councillor O'Leary

IT WAS RESOLVED that the Annual Internal Audit Report 2018/19 and the subsidiary report be noted.

The Clerk was asked to give an update concerning the residual funds held on the Joint Economic Forum. There had been a request from the District Council for a proportion of funds be returned to it. The Clerk had advised that it had previously been proposed that these funds be utilised to enhance CCTV coverage around the town centre and that there was a need to determine whether funds should be used in this way. It was agreed that this matter be referred to the Policy, Management and Finance Committee for further consideration. **Action: Clerk**

8. To consider and approve for signing the Balance Sheet and Accounts for the year ended 31 March 2019, including consideration of allocation of project reserves

The Balance Sheet and Accounts were noted. The Council remained in a strong financial position. The allocation of the projects reserves was noted. It was agreed that this be referred to the next Policy, Management and Finance Committee meeting for review. **Action: Clerk**

ON THE PROPOSITION of Councillor Goodman
SECONDED by Councillor O'Leary

IT WAS RESOLVED that the Balance Sheet and Accounts be approved for signing by the Town Mayor.

9. To approve the Annual Governance Statement 2018/19

The Annual Governance Statement was considered.

ON THE PROPOSITION of Councillor Crawford
SECONDED by Councillor Goodman

IT WAS RESOLVED that the Annual Governance Statement 2018/19 be approved and signed.

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10. To approve the Accounting Statements 2018/19

ON THE PROPOSITION of Councillor Hannaby
SECONDED by Councillor Goodman

IT WAS RESOLVED that the Accounting Statements 2018/19 be approved and signed.

11. To approve payment of grants for 2019/2020

ON THE PROPOSITION of Councillor Crawford
SECONDED by Councillor Duveen

IT WAS RESOLVED to withhold the grant of £6,000 relating to the Independent Advice Centre for the Comet Transport Service pending a presentation to the Policy, Management and Finance Committee concerning this scheme.

ON THE PROPOSITION of Councillor Goodman
SECONDED BY Councillor Dunford

IT WAS RESOLVED that the following grants be paid over the coming year.

Dickensian Evening	£500
GROW Children's Centre	£10,000
Independent Advice Centre - general	£10,000 (includes £5,000 approved for accommodation)
Letcombe Brook Project	£9,000
Wantage Museum - general	£19,000
Wantage Museum - Visitor Information Point	£6,350
Sweatbox	£12,000
Wantage Counselling	£3,000
October Club	£3,000

12. Approval of Signatories for Bank Mandate

ON THE PROPOSITION of Councillor Goodman
SECONDED by Councillor Wills-Wright

IT WAS RESOLVED that the Town Mayor, Deputy Town Mayor, Committee Chairmen and Town Clerk be cheque signatories, with any three to sign, and that for an interim period subject to these above approving payment, the former councillors be authorised to continue to sign cheques on the Council's behalf pending formalities for the new bank mandate being completed.

13. Minutes of the Council Meeting held on 1 April 2019

The minutes were approved and signed.

14. OVO Energy Women's Cycling Tour route through Wantage on Wednesday 12 June 2019

Though the timescales were short, it was agreed that there was a need to make arrangements to recognise the event passing through the town. It was agreed to refer this to the Promotion, Communication and Events Committee for it to determine arrangements and that if necessary, a special meeting be called to address this. **Action: Walters**

15. Other Business

The Town Mayor reminded members that while there was no need for them to stand to speak, they should put up their hands if they wished to speak at meetings. He advised that that the Vice-Chairmen should assist the Chairmen of Committees by sitting next to the Chairmen and offering advice when necessary.

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The names of some Councillors were pre-fixed by “Major”, “Dr” or “Mrs” and whether this should continue. It was agreed that each Councillor should advise the Clerk of their preference.

The Town Mayor reported that a civic visit to Seesen was due to take place in the autumn. It was normally scheduled to occur at the annual Sehusafest, but this year the dates proposed were 19-24 September. More details concerning the arrangements would be given in due course. The Clerk advised that there may be a need to alter the meeting schedule to accommodate this.

It was commented that the current Standing Orders were not gender neutral and it was noted that the Policy, Management and Finance Committee was due to review the Standing Orders and that this matter be considered at this time.

Action: Crawford

The Town Mayor proposed and it was agreed that he would write to all Councillors who stood down or were not re-elected to thank them for their past contribution to the town and to the Town Council.

Action: Sibbald

The meeting closed at 8.45 p.m.

WPF/ME
