

**MINUTES OF THE MEETING OF THE POLICY, MANAGEMENT AND
FINANCE COMMITTEE OF THE WANTAGE TOWN COUNCIL HELD IN
THE BEACON, PORTWAY, WANTAGE, ON MONDAY, 15 JULY 2019, AT 7.30 P.M.**

Committee Members present: Councillor A Crawford (Chairman)
Councillors I R Cameron, A Dunford, A Duveen (part), T Gilhome,
J Hannaby, E L Johnson, A C Menzies, J E Nunn-Price, P O'Leary,
I L Sheldon, Major J Sibbald, Dr C Walters and C H Wills-Wright.

Others present: Two members of the public.
S Trinder – Wantage and Grove Cricket Club (up to item 18a)

Town Clerk: W P Falkenau.

Apologies for Absence

An apology for absence was received from Councillors J Goodman and PC James.

Declarations of Disclosable Pecuniary and other Interests

None.

Minutes of Meeting held on 10 June 2018

The minutes were approved and signed.

17. Statements and Questions from the Public

None.

18. Briefings by applicants for donation

a) Wantage and Grove Cricket Club.

Mr Trinder gave a briefing in support of the request for £1,000 to cover costs of providing cricket training for youngsters. The age group covered was 7-14 yrs. This was the third year that the training had been provided. In questions, it was noted that training had only been promoted through Charlton Primary School and currently did not cater for those with disabilities.

Mr Trinder was thanked for his briefing and left the meeting.

19. Discussion with representatives of Thames Valley Police

PC James was not present due to circumstances beyond his control. He had agreed to attend the Council meeting on 29 July 2019.

20. Matters arising from the minutes

a) Update on Wantage Independent Advice Centre – transport scheme

The scheme had ceased to operate at the end of June.

b) Update on Sweatbox visits

The Clerk had not yet arranged visits by councillors to Sweatbox.

Action: Clerk

c) Update on CCTV project

The Chairman had not yet sought the advice of the police. He had hoped to engage with the police at this meeting.

Action: Chairman

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Visits to the CCTV Monitoring Centre at Abingdon Police Station were being arranged.

d) Update on investigation of better interest rates on the Council's cash deposits

The Clerk had not yet been able to progress this.

Action: Clerk

e) Standing Orders and Financial Regulations review

It was agreed that a meeting of the sub-committee be held in October. Members would individually review the documents prior to this. The Clerk was to distribute amendable "Word" copies of the documents.

Action: Clerk

f) Update on the defacing of the head of King Alfred's statue

Councillor Duveen arrived.

There had been CCTV footage of the person defacing the statue, but the footage was not of sufficient quality to identify the person. It appeared that whatever was used to colour the face of the statue was beginning to fade and was no longer immediately apparent. It was agreed to defer taking any further action.

g) Health sub-committee

It was reported on 16 July it would be three years since the beds in the Community Hospital had closed. It was agreed that a meeting of the Health Sub-committee should be called as soon as possible to consider further actions.

Action: Hannaby

POLICY

21. Minutes of the Youth Town Council meeting held on 8 July 2019 and matters arising from the previous committee meeting.

Concerns were expressed about the poor attendance at the Youth Town Council meetings. There was a need to consider what needed to be done to make the Youth Town Council more interesting and relevant to those involved. The Chairman agreed to progress this. Councillors Major Sibbald and Dunford agreed to assist and Alderman Hutchinson also offered to provide help. There was a need to develop a plan for the way forward.

Action: Chairman

The Clerk was to distribute a copy of the Youth Town Council's Constitution to all councillors.

Action: Clerk

22. To consider proposal to write to the Leader of the District Council supporting plans for them to adopt powers as a Civil Parking Enforcement Authority. Further, to request that she investigate short term measures which could be pursued in the interim to alleviate the problem of illegal parking in our town; including the funding of a PCSO whose duties would primarily be enforcement and to note that the Town Council would, in principle, be willing to contribute financially to such a scheme.

It was reported that the District Council was reviewing arrangements for introducing Civil Parking Enforcement and that the work involved could take up to two years to complete.

ON THE PROPOSITION of Councillor Gilhome
SECONDED BY Councillor Duveen

IT WAS UNANIMOUSLY RESOLVED that the proposal above be adopted.

23. **To consider proposition that this Council acknowledges that a ‘Climate Emergency’ exists that requires urgent action and will aim to ensure that all strategic decisions, budgets and approaches to planning decisions, are in line with a shift to zero carbon by 2030. We will work with and support local organisations and partners, through encouragement, sharing resources and provision of grants, whose aims are aligned with increasing sustainability and reducing the carbon footprint of local activities, amenities and businesses. To consider the appointment of a sub-committee to progress the policy.**

It was noted that the sub-committee could have members who were not councillors. This would be for the sub-committee to determine.

ON THE PROPOSITION of Councillor Duveen
SECONDED BY Councillor Johnson

IT WAS MOVED that the above proposal above be adopted. This was approved thirteen in favour, none against. It was agreed that membership of the sub-committee be referred as an agenda item to the Council meeting. **Action: Clerk**

24. **To consider proposal that the words “No stalls promoting political parties or causes permitted on Town Council property.” Be deleted from Sundry Policy 2 VC Forecourt and Market, and that this change to policy be reviewed after six months.**

ON THE PROPOSITION of Councillor Johnson
SECONDED BY Councillor Gilhome

IT WAS UNANIMOUSLY RESOLVED that the proposal above be adopted.

25. **To consider request from the County Council that the Town Council bears the cost of the provision of bus stop flags for new bus stops in Mill Street and Denchworth Road (estimated cost £250).**

ON THE PROPOSITION of Councillor Major Sibbald
SECONDED BY Councillor Dunford

IT WAS UNANIMOUSLY RESOLVED that the Town Council bear the cost of the provision of the bus stop flags at the cost of £250.

26. **To consider appointment of internal auditor for 2019/20.**

A new internal auditor had to be appointed for 2018/19 at short notice. At the time of appointment, it had been agreed by the Council that a more extensive recruitment process be conducted later in the year. The Clerk suggested that given the proposed amount of workload of the new Council, Mr Rose should be appointed as internal auditor for a further year and that a review be conducted after this.

ON THE PROPOSITION of Councillor Sheldon
SECONDED BY Councillor Major Sibbald

IT WAS UNANIMOUSLY RESOLVED that Mr Rose be appointed as internal auditor for 2019/20.

The appointment was to be referred to the agenda of the Council meeting for approval.

27. **To note process and arrangements for the recruitment of a Town Centre Manager.**

The Staffing Sub-committee had met before this meeting and was working on developing the job and the person specification for the Town Centre Manager. Once the specification had been agreed, a proposal will be made to the District Council for the release of the S106 funding. An allowance would need to be made within the proposal for an expenditure budget to be used by the Town Centre Manager. When the specifications and the proposal were further developed,

they would be shared with all councillors for their input. It was also agreed that the Promotion, Communication and Events Committee should be actively involved, as much of the work of the Town Centre Manager will fall within its remit.

The Chairman advised that there was a need to contact the District Council's planning team for more information regarding how the 106 funding amount had been derived. This information was not included in the S106 agreement, but would be used by the District Council for assessing application requests. **Action: Clerk**

MANAGEMENT AND FINANCE

28. To consider Financial Statements to July 2019 and to review budget allocations and specific reserves.

The statements were considered. It was noted that there were a number of areas where expenditure in the budgets were not likely to proceed:

IAC Community bus - £5,500, Wantage Summer Festival - £1,500, Armed Forces Day event - £10,000. The capital and project reserves of £255,132 were noted. A reserve of £120,000 had been set aside for the Neighbourhood Plan projects. The Clerk was to distribute a copy of the Neighbourhood Plan to all councillors, so that the nature of the projects included in the Plan could be noted. **Action: Clerk**

There was a need to engage with community organisations to inform them of the funding that might be available to them through the Town Council.

Prior to 2011 the Town Council had developed plans for the part pedestrianisation of the Market Place. Details of this were to be passed to councillors. **Action: Clerk**

It was felt that there was a need for the Climate sub-committee to have a budget for it to pursue its aims.

ON THE PROPOSITION of the Chairman
SECONDED BY Councillor Hannaby
IT WAS UNANIMOUSLY RESOLVED that a budget of £10,000 be set aside for the Climate sub-committee.

29. Accounts for payment

ON THE PROPOSITION of the Chairman
SECONDED BY Councillor Dunford
IT WAS RESOLVED that accounts for payment in the sum of £ 21,919.75 (attached) be approved.

30. General correspondence

It was reported with sadness that Mr Goldsmith, a former town councillor, had died. His funeral was due to be held on 31 July at noon at Garford Crematorium. The Mayor and the Clerk intended to attend.

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.

31. To consider donation requests

a) Wantage and Grove Cricket Club

There was disappointment that the Club had not engaged with more schools and the less abled in recruiting youngsters for their training sessions. The net cost of holding the sessions for the Club was £1,270.

ON THE PROPOSITION of Councillor Major Sibbald
SECONDED BY Councillor Johnson
IT WAS MOVED that a donation £1,270 be made.

ON THE PROPOSITION of Councillor O'Leary
SECONDED BY Councillor Nunn-Price
IT WAS MOVED that the donation amount be amended to £1,000.

In a vote the amended proposition was supported seven in favour, six against. In advising of the donation the Clerk was to emphasise the need for the Club to engage with more schools and to involve those who were less able. **Action: Clerk**

The meeting came out of confidential session.

The meeting closed at 9.10 p.m.

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Wantage Town Council

Accounts for Payment - June to July 2019

Date	Payee	Description	Powers	Ref	£
01/07/2019	Abbey Properties	Market Attendant's shed rent	OA 1985	SO	£ 100.00
01/07/2019	VWHDC	Cemetery Rates	Burials	DD	£ 65.00
01/07/2019	VWHDC	Rates for Market	OA1985	DD	£ 243.00
01/07/2019	VWHDC	Rates for car park	OA1985	DD	£ 398.00
21/06/2019	NEST	Pension contribution payments	Office	DD	£ 340.14
21/06/2019	Staff - various	June payroll	Office/OA1985	Bacs	£ 7,923.87
Total direct debits					£ 9,070.01
10/06/2019	White Horse Horticulture	Grass cutting etc at cemetery/play area - April/May	Burials/Open Spaces	306451	£ 2,295.00
13/06/2019	SGW Payroll	Payroll processing June	Office/OA1985	306452	£ 69.60
13/06/2019	Roy Breakspear	Cemetery skips	Burials	306453	£ 400.00
13/06/2019	BT	Telephone services	Office	306454	£ 94.55
13/06/2019	Windowflowers	Floral displays	Tourism	306455	£ 3,753.60
17/06/2019	Castle Water	Water - statue area	OA1985	306456	£ 3.98
17/06/2019	Castle Water	Water - Stockham allotments	Allotments	306457	£ 2.56
17/06/2019	Castle Water	Water - Naldertown allotments	Allotments	306458	£ 40.13
25/06/2019	TVE Hire	Barrier hire re cycle tour	Tourism	306459	£ 150.00
25/06/2019	HMRC	Ist quarter PAYE	Office/OA1985	306460	£ 4,129.25
25/06/2019	Castle Water	Water - cemetery	Burials	306461	£ 27.06
		Transfer to Barclays - £40,000		306462	£ -
09/07/2019	Red Corner Docmt Solns	Photocopier charges	Office	306463	£ 13.73
09/07/2019	Netwise	Website hosting/support	Information	306464	£ 300.00
09/07/2019	Charlton Env Services	Town weedkilling	Highways	306465	£ 906.00
09/07/2019	Barclaycard	Hand flags and road closure items	LGA 72	306466	£ 337.64
10/07/2019	WIAC	Grant re Community bus hire	Transport	306467	£ 316.00
10/07/2019	Viking	Stationery	Office	306468	£ 10.64
Total cheques					£ 12,849.74
Total payments June to July 2019					£ 21,919.75