

**MINUTES OF THE MEETING OF THE WANTAGE TOWN COUNCIL HELD
AT THE BEACON, PORTWAY, WANTAGE ON MONDAY 2 AUGUST 2021, AT 7.40 P.M.**

Councillors present: Councillor Major J Sibbald (Town Mayor)
Councillors T Gilhome, J T Hannaby,
E L Johnson, A Menzies, I L Sheldon and C Walters.

Others present: One member of the public.

Clerk: W P Falkenau.

Councillors A Dunford, A Duveen and C Wills-Wright and two members of the public observed the meeting via Zoom.

Apologies for absence

Apologies for absence were received from Councillors I R Cameron, A Crawford, O Curley, J E Nunn-Price and P O'Leary.

Declarations of disclosable pecuniary interests

None.

To approve the minutes of the Council meeting held on 28 June 2021

The minutes were approved.

24. Statements and Questions from the public

Questions had been received by email from two members of the public and passed to councillors. The following responses were given at the meeting to some of the questions:

Question: Item 26 Report by Town Clerk on matters relating to the business of the Planning Committee. The Report includes reference to an Oxfordshire Plan 2050 Event, 7pm, Thursday 19 August 2021- Is anything being done to publicise this event to the residents of Wantage?

Response: This event is not for residents. It is for councillors only.

Question: Item 28 Report by Town Clerk on matters relating to the business of the Promotion, Communication and Events Committee. There is the possibility of holding an event in the Market Place where bikes could be brought in to give people the opportunity to try out various bikes including e bikes. Is this event being sponsored by a company (or companies) providing the various bikes? If not why not?

Response: The event has only been put forward as a suggestion. No work beyond this has been done on it. The question of sponsorship will be considered in due course.

Question: Item 30 Policy Management and Finance. We note that the balance on the Instant Access Account at the Co-op currently stands at over £500,000. We also note that the proposal to place funds across a number of institutions, so that no one institution held more than the amount protected under guarantee, was incorporated into the Treasury and Investment Policy in March 2020. What action is the Council taking to implement this policy?

Response: Completion of application forms during the pandemic had been problematic. It is hoped to progress this over the coming months, now that pandemic restrictions have been removed.

Question: Item 32 - Actions endorsed by the Emergency Consultation Panel between 3 May and 2 August 2021.

Abingdon Eagles Foundation has received a grant of £3,000 towards the cost of basketball rings.

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Will these rings be installed in Wantage?

Response: Yes

Question: If not why are the residents of Wantage providing this grant?

Response: Not applicable.

Question: If these rings are being installed in KA's why are the school not contributing at least 50%?

Response: These are to be installed at KA's west site. A contribution of 25% from KA's has been agreed. It is felt that this proportion is adequate given the KA's resources have also been detrimentally affected by the pandemic.

Question: School buses. This has been a problem for years. The legal work holding up the solution at the moment has been ongoing for some time.- so long the planning permission for the parking and the football club pitch surface (a combined venture) has run out. What is the difference between a bus stop and a bus parking area? Important on Seesen Way.

Response: At a bus stop the buses pick up and put down passengers. At a bus parking area the buses merely park and do not pick up and drop off passengers.

Question: How is 20mph enforcement going to be monitored when 30 mph is ignored ?

Response: The monitoring/enforcement of speed limits rests with the police.

It was agreed that for the questions that were not reported or answered, responses should be included with the minutes (see below). **Action: Clerk**

25. Matters arising from the Council meeting held on 28 June 2021

None

26. Planning

a) To receive and consider the minutes of the meetings held on 29 March, 26 April and 3 May 2021

3 May 2021 Item D d) P21/V0412/FUL Fire Station, Radio Station at Ormond Road, OX12 8DU Upgrading of existing telecommunications equipment.

It was reported that, despite concerns, approval of the application had been granted. The County Council, that owns the land on which the equipment was to be installed, had agreed to withhold its permission to proceed to allow further investigations to be made.

ON THE PROPOSITION of Councillor Johnson
SECONDED BY Councillor Menzies
IT WAS RESOLVED that the minutes above, as amended, be adopted.

b) To receive and consider minutes of Traffic Advisory Committee meeting held on 29 April 2021

The minutes were noted.

5 d) Dropped kerbs. The County Council had committed over £30,000 for the provision of dropped kerbs to accommodate wheelchair access. Miss Thwaite was thanked for her work in identifying sites where these were required.

c) To receive a report from the Town Clerk on matters relating to the business of the Planning Committee

The report was considered. See attached.

ON THE PROPOSITION of Councillor Johnson

SECONDED BY Councillor Sheldon

IT WAS RESOLVED that the actions and decisions contained in the report, as amended, be adopted.

27. Leisure and Amenities

To receive a report from the Town Clerk on matters relating to the business of the Leisure and Amenities Committee.

The report was considered. See attached.

3. Town centre and general town matters – King Alfred Statue.

ON THE PROPOSITION of Councillor Sibbald

SECONDED BY Councillor Hannaby

IT WAS RESOLVED to proceed with a clean of the statue.

Action: Clerk

ON THE PROPOSITION of Councillor Hannaby

SECONDED BY Councillor Johnson

IT WAS RESOLVED that the actions and decisions contained in the report, as amended, be adopted.

28. Promotion, Communications and Events

a) To receive a report from the Town Clerk on matters relating to the business of the Promotion, Communication and Events Committee.

The report was considered. See attached.

6. Update re provision of Changing Places facility in town centre

The government was offering grants to local authorities for the provision of Changing Places facilities. It was reported that the District Council was intending to apply.

ON THE PROPOSITION of Councillor Hannaby

SECONDED BY Councillor Walters

IT WAS RESOLVED that the actions and decisions contained in the report, as amended, be adopted.

b) To note quote for the provision of an LED information unit and to consider whether to proceed to seek quotes from other suppliers.

It was noted that a quote had been received for a single unit. Based on this there would be a need, under financial regulations, to seek a further two quotes. Depending upon the number of units to be purchased there might be a need to pursue a formal tender procedure.

Councillor Sibbald expressed the view that before deciding on the purchase of LED units there was a need to establish a communications strategy. It was suggested that an alternative would be the use of QR codes on existing notice boards. It was also suggested that the advice of an external communications specialist could be sought.

ON THE PROPOSITION of Councillor Sibbald

SECONDED BY Councillor Hannaby

IT WAS MOVED that consideration of the purchase of an LED information unit, or the seeking of alternative quotes, should not proceed in advance of a communications strategy being agreed. The potential role of LED units would be considered in the development of the strategy.

In a vote the proposition was approved, six in favour, one against.

29. To consider the minutes of the Climate Emergency Sub-committee meeting held on 26 April 2021

The minutes were considered.

ON THE PROPOSITION of Councillor Johnson

SECONDED BY Councillor Walters

IT WAS RESOLVED that the minutes be adopted.

30. Policy, Management and Finance

To receive a report from the Town Clerk on matters relating to the business of the Policy, Management and Finance Committee.

The report was considered. See attached.

1. Update on plans to pedestrianise western end of the Market Place. There had been email exchanges with the consultants about whether they could use the Town Council's licence to access Ordnance Survey mapping, thus reducing the costs involved. The Clerk was to pass copies of the emails to Councillor Sibbald, for his guidance. **Action: Clerk**

3. Feasibility study into the removal of silt from the Letcombe Brook by the Mill

The Clerk was to ask the chairman of the Letcombe Brook Project to meet and brief councillors on the follow up actions arising from the study.

5. Access to Council offices. Councillor Sibbald was arranging a farewell visit to the town by Sir Tim Stevenson KCVO OBE, the Lord Lieutenant, who was due to retire. This may involve asking The Beacon to provide a room for a farewell event.

ON THE PROPOSITION of Councillor Sheldon

SECONDED BY Councillor Menzies

IT WAS RESOLVED that the actions and decisions contained in the report, as amended, be adopted.

31. To approve the schedule of Accounts for Payment.

ON THE PROPOSITION of Councillor Sheldon

SECONDED BY Councillor Walters

IT WAS RESOLVED that accounts for payment in the sum of £141,252.41 (attached) be approved.

32. To note actions endorsed by the Emergency Consultation Panel between 3 May and 2 August 2021.

The following decisions had been made by the Clerk in consultation with the Emergency Consultation Panel:

1. Donation requests

Approved:

- Wantage Summer Festival – donation of £3,200
- Oxfordshire Association for the Blind - £1,000
- Wantage Lifesavers – year’s pool rental at a cost of £4,750
- Abingdon Eagles Foundation – 75% of cost - £3,000 towards basket ball rings

2. Plans to pedestrianise western end of the Market Place

Approval of additional expenditure of £5,400 to conduct a number of topographical surveys.

3. Legal advice re closure of hospital beds

Approval of appointment of Irwin Mitchell solicitors to provide advice on whether court action would be successful, at a cost of £4,200.

4. Reintroduction of market tolls

Market tolls to be reintroduced from the beginning of September on a charge by area occupied basis.

5. Street name signs

DC have been instructed to proceed with the first batch of replacement signs at a cost of £2,055.

6. Staffing

The Deputy Clerk to take over responsibility for providing support to the Promotion, Communication and Events Committee. Her working hours to be increased from 20 to 25 hours per week with immediate effect.

The Clerk is to proceed with the recruitment of a Parking/Market Attendant and a PA to the Mayor.

ON THE PROPOSITION of Councillor Hannaby

SECONDED BY Councillor Walters

IT WAS RESOLVED that the actions above, taken by the Clerk, be adopted.

33. Following the removal of restrictions in numbers allowed to attend a physical Council meeting, to consider the standing down of the Emergency Consultation Panel.

ON THE PROPOSITION of Councillor Sibbald

SECONDED BY Councillor Johnson

IT WAS RESOLVED that the state of emergency be deemed over and that the Emergency Consultation Panel be stood down.

34. To consider Financial Statements and bank reconciliation to 31 July 2021.

These were noted. Councillor Sibbald was to sign the statements as evidence that they had been seen by councillors.

Action: Sibbald

35. To note that Councillor Nunn-Price is currently unable to attend Council meetings and to consider whether to approve her absence to 2 January 2022.

ON THE PROPOSITION of Councillor Sibbald

SECONDED BY Councillor Hannaby

IT WAS RESOLVED that approval be given for the absence of Councillor Nunn-Price from meetings, due to ill health, until 2 January 2022.

36. To consider further actions regarding the filling of the casual vacancy by co-option.

Consideration of the arrangements for co-opting a councillor to replace Councillor Goodman were ongoing. It was hoped to co-opt someone at the Council meeting in October.

37. District and County Councillors' reports.

It was reported that a lot of consultations were currently being conducted by both the District and County Councils. The Clerk agreed to prepare a list of these for distribution to councillors. The Clerk was to liaise with councillors with regard to submitting responses.

Action: Clerk

The introduction of civil parking enforcement from November was on track. The White Horse Lottery was being launched. Brown bin collections had been suspended. Arrangements for recycling at the Waste Recycling Centres were to be reviewed.

38. Town Mayor's communications.

The Town Mayor's communications were available to view on the Town Council's website.

Confidential items

ON THE PROPOSITION of Councillor Sibbald

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.

39. To consider request for donation towards the cost of holding J-Fest 2021.

More information had been provided about the event that was to be held on 29 August. It was noted that the cost of providing a Mobiloo and other toilet facilities was £1,500.

ON THE PROPOSITION of Councillor Sheldon

SECONDED BY Councillor Menzies

IT WAS RESOLVED that a donation of £1,500 be made towards the cost of providing the toilet facilities.

40. Other Business

Wantage Town Football Club event

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For many years the football club had made use of the Manor Road Recreation Ground car park for an annual event. This year the club had been informed that the District Council intended to make a charge of £500. The charge was unexpected and had not been included in the club's costings.

ON THE PROPOSITION of Councillor Hannaby
SECONDED BY Councillor Walters

IT WAS RESOLVED that the cost of £500 be covered by the Town Council. Payment was to be made directly to the District Council. **Action: Clerk**

The meeting closed at 9.15 p.m.

WPF

ATTACHMENTS

24. Statements and Questions from the public

Reponses to questions from the public that were unanswered at the meeting:

Question: Item 26 Report by Town Clerk on matters relating to the business of the Planning Committee

“The amending of the Plan document for changes proposed by the District Council has not yet been completed. The document will be distributed to the Planning Committee members as soon as this work is finished”

Yet according to the Council website:

“The updated draft Wantage Neighbourhood Plan published in November 2020 is undergoing further amendment in response to input from the survey that closed on 15 January and from the District Council Planning Department. The next version of the Plan will be published in early March”

Can we have an update as to when the next version will be published?

Response: At this stage, no specific date has been set for publishing the next version. The Town Council is still working through the amendments proposed by the District Council.

Question: According to the report, a document was distributed on 10 May ‘Call for Sites Local Plan’ which details sites put forward for development, for consideration in the Local Plan 2041. We don't see this document on the Council website, can we see a copy of this please?

Response: This is a District Council document and can be found on website url:
<https://www.whitehorsedc.gov.uk/vale-of-white-horse-district-council/planning-and-development/local-plan-and-planning-policies/local-plan-2041/>

Question: Item 27 Report by Town Clerk on matters relating to the business of the Leisure and Amenities Committee

District Council Leisure Strategy (S106 funding) – Community Engagement

The Deputy Clerk has contacted the District Council regarding S106 contributions available for Wantage and will look to engage with interested parties to encourage them to apply for the funds available. I will be seeking an update on the consultation with local sports groups about the future utilisation of funds.

The working group, involving Grove Parish Council, to engage with members of the public to seek their views regarding the leisure facilities that are needed, has not yet been established. Grove Parish Council is to discuss at their full council meeting on 3 August 2021.

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Can we have a list of interested parties being contacted to encourage them to apply for the funds available, please?

Response: A list of parties to contact has not yet been determined.

Question: Are there any S106 funds which are at risk of being returned to the developer because of delays in this consultation?

Response: The Town Council is not aware of any S106 funds which are at risk of being returned to a developer.

Question: How will the “Working Group” determine which members of the public to engage with regarding the leisure facilities needed?

Response: The working group will determine this when it meets.

Question: We note that under item 6 Staffing, as the Deputy Clerk to take over responsibility for providing support to the Promotion, Communication and Events Committee, her working hours to be increased from 20 to 25 hours per week with immediate effect and that the Clerk is to proceed with the recruitment of a Parking/Market Attendant and a PA to the Mayor. How many staff are now employed by the council?

Response: The Town Council now employs seven members of staff.

Question: How many hours do they work and what do they do?

Response: They work the following hours per week: Town Clerk -20, Deputy Clerk – 25, Clerk’s Assistant – 21, Market/VC Forecourt Attendant – 26, Notice Board Attendant – 2, Town Centre Manager – 25, Town Project Coordinator – 10

The Town Clerk is also the Responsible Financial Officer. The Clerk is the Council’s Proper Officer with responsibility for all administration and statutory obligations. He specifically deals with matters relating to policy, management and finance. This includes support to the Climate Emergency and Health Sub-committees.

The Deputy Clerk acts as deputy to the Town Clerk. She specifically deals with work areas relating to allotments, cemetery, town centre, planning and now Promotion, Communication and Events.

The Clerk’s Assistant is the principal contact for the public within the Council office. She provides administrative support to both the Town Clerk and Deputy Clerk. She specifically deals with the administration of allotments, burials/cemetery, parking tickets etc

The Market/VC Forecourt attendant deals with the setting up before and clearance after the attendance of markets and fairs. He clears litter from the VC Forecourt and the Market Square.

The Notice Board Attendant places notices from community organisations on the notice boards around the town (ten).

The Town Centre Manager deals with any matters relating to the town centre. She promotes the town through social media and the Love Wantage brand. During the pandemic much of the work has been concerned with the weekly markets and the establishment of the artisan markets.

The Town Project Coordinator gives support to the work of the Town Centre Manager, particularly with regard to events and entertainment. He has also coordinated the production of the newsletter distributed to all residents in Wantage.

Question: What are the cost implications of these decisions on both staff costs and accommodation costs?

Response: The staff cost implications of the employment of a Mayor's PA/Clerk's Assistant and a Parking/Market Attendant are in the region of £14k per annum. There are no additional accommodation costs. These are not new costs. They represent the replacement of staff members that left the Council's employment during the pandemic.

Question: Are new street signs being paid for with S106 money? Could the list of names be made public?

Response: Street name signs on new developments are paid for by developer funding. The District Council will normally fund itself the replacement of existing street name signs. The Town Council has agreed a budget of £10k to replace street name signs that are in a poor condition.

Report by Town Clerk on matters relating to the business of the Planning Committee to the Wantage Town Council meeting on 2 August 2021, agenda item 26 c).

1. Neighbourhood Plan Update

The amending of the Plan document for changes proposed by the District Council has not yet been completed. The document will be distributed to the Planning Committee members as soon as this work is finished.

2. 20's Plenty for Oxfordshire

This is to be put on the agenda of a future Planning Committee meeting.

3. Accessibility on New Developments

Only steps have been provided in Charlton Road to a footway leading to the East Gate development off Springfield Road and unsuitable for wheelchair access. It was reported at the Traffic Advisory Committee meeting in April that the footway was not a formal or adopted highway and therefore not something the County Council, as a highway authority, could be concerned with. The County Council has referred this to the District Council as a planning issue. It is unclear what rights relate to such a footway and what obligation there is to provide access for the disabled. The Deputy Clerk is to do further research to try to clarify this.

4. Meeting with St Modwen to Discuss Potential Cycleway/footway

The meeting planned for 4 March 2021 was postponed. A new date has not yet been advised.

5. Call for Sites Local Plan

A document was distributed on 10 May 'Call for Sites Local Plan' which details sites put forward for development, for consideration in the Local Plan 2041.

6. CIL Examination Hearing

The examiner conducted a virtual hearing session on Thursday 27 May 2021. The District Council has now received the examiner's final report and recommendations. All the documents related to the CIL Examination, including the Examiner's Report, can be viewed [here](#)

The council has made the modifications to the Charging Schedule requested by the examiner and a final version will be considered for adoption by cabinet and council in October 2021. After this, if

adopted, the Charging Schedule and the council's new CIL rates will come into effect. Once implemented, the 2021 Charging Schedule will supersede the 2017 Charging Schedule.

7. Planning Application P20/V2756/RM 171 dwellings for Taylor Wimpey

An amendment has been made to the above planning application. Wantage Town Council have been advised, but not consulted. The changes are to the road at the northern end to accommodate some traffic calming measures requested by OCC and to update tracking plans. As they are considered minor they do not need a full re-consultation.

8. Planning Appeal Update to P18/V2300/FUL – Lidl Grove

The hearing was held 18/19 May 2021. The appeal was dismissed. The letter can be seen here: [Planning Inspectorate Appeal Decision](#)

9. Oxfordshire Plan 2050 Event, 7pm, Thursday 19 August 2021

The Oxfordshire 2050 Plan (OP2050) will set growth targets, broad locations for growth and a raft of policy that will guide development in the county over the next three decades. Public consultation on the Reg 18 (Part 2) information is due to start on 30 July 2021 and run for 10 weeks. The *draft* consultation document and supporting papers are available here: <https://meetings.westoxon.gov.uk/mgAi.aspx?ID=1575#mgDocuments>

Join to discuss the key issues, the implications for local communities and how to respond to the consultation: **Thursday 19 August 2021 at 7pm via Zoom** Register [here on Eventbrite](#)

10. Street naming

Two street were agreed as put forward by the developer Bellway: The Elms and Charlton Acres for Parcel 3b of the Kingsgrove (Crab Hill) development.

11. Planning Consultation Responses

The following responses to planning applications were submitted to the District Council following consultation with members of the Planning Committee.

PLANNING REFERENCE	ADDRESS	PROPOSED	RESPONSE SUBMITTED
<u>P21/V1330/FUL</u>	42 Charlton Road Wantage OX12 8HG	Proposed erection of a pair of semi-detached houses	Objection – Connection with properties 42 and 44 unclear however it would appear this parcel of land currently provides off road parking. If this is the case the scheme needs to address what parking will be made available for these properties as well as the new properties. Concern about street scene from Mary Shunn Way – houses do not face the street and goes against District Council Planning guidance on house facing, ie fronts of houses should face each other and backs of houses should face each other as explained in Design guide VWH005SFS.
<u>P21/V1350/HH</u>	40 Warmans Close Wantage OX12 9XT	Demolition of existing garage and erection of single storey, elderly parent accommodation with associated alterations to existing dwelling	Objection – insufficient parking provided for 5 bedroom property.

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<u>P21/V0771/HH</u>	Chain Hill House Chain Hill Wantage OX12 8PB	The installation of a ground mounted solar PV array for domestic use and a wooden acoustic fence along its length	Acoustic panel installation suggests that there is concern about noise from the inverters. Request more information regarding the noise produced, the acoustic panels and the expected attenuation of the noise.
<u>P21/V1346/FUL</u>	4 Newbury Street Wantage OX12 8BS	Conversion of outbuilding to two apartments and minor alterations to ground floor public house	Objection – the planning application appears to be incorrect. Alterations to the public house appear to be the inclusion of 3 flats as well as the 2 apartments as described in the application. In total there will be 3 2 bed apartments and 2 1 bed apartments. Loss of commercial use (area inside pub as well as outdoor space for use by pub and impact on the ongoing viability of the business is not explained – potentially resulting in loss of the pub, which is an asset of the town. Concern about domestic dwellings above the pub. The venue has previously been used for live music. Would like to see a full assessment on noise and an appropriate condition to not impact the business or residents should planning be granted.
<u>P21/V1347/LB</u>	AS ABOVE	AS ABOVE	AS ABOVE
<u>P21/V0827/HH</u>	1 Littleworth Hill Wantage OX12 9AG	Two-storey side extension, construction of detached garage, alterations to garden wall and associated works *(As amended by plans received 21 May 2021).	Plans amended address previous concerns – no objections
<u>P21/V1265/RM</u>	Parcel South East B Crab Hill Reading Road Wantage OX12 8HT	Reserved Matters application for the approval of landscaping, scale, appearance and layout for the construction of 121 dwellings with associated parking, landscaping and highways infrastructure. The outline planning application was an environmental impact assessment application, and an environmental statement was submitted to the planning authority at that time.	Holding objection Concern over safety and security in some parts of the development: One car park appears to be fairly enclosed and doesn't appear to be a safe space. No adjacent properties overlook the area. It would appear some personal parking spaces do not have windows overlooking them as well creating unsafe spaces. Both car parks by the northern entrance do not appear to work well with the street scene, although the planting scheme for trees in the large car park is welcomed as it breaks up the car park - It would be good to understand that the street lighting and trees in the car park do not interfere with one another - again leading to poorly lit areas during the night. Concern over access to cycle sheds at rear of properties. The routes appear to be along narrow walkways, again with no overlooking these routes so will feel inherently unsafe. Concerns that there are no natural features in the street scene to act as traffic calming. No open spaces for use by people for example families and children to use for exercise and recreation. Concerned about what the boundary is to the development and what will be viewed from the countryside Large three car garage at southern end should be avoided and consideration to leaving gates to all garages transparent to help encourage use for a car rather than garage being used as storage Bin storage doesn't appear to have been given consideration in scheme. Wantage

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			Town Council would like to see comments from the crime prevention advisor
<u>P21/V1181/HH</u>	30 Foliat Drive Wantage OX12 7AN	Single storey extensions to front, side and rear.	No objection

<u>P21/V1291/RM</u>	Pippins Locks Lane Wantage OX12 9DB	Reserved Matters following Outline Permission (P20/V1134/O) for the layout for the erection of a new family dwelling and associated infrastructure.	No objection if the following items are addressed: No dig for driveway construction to minimise harm caused TPO considered for trees on property that merit protection. A condition that the biodiversity is maintained with a future application under reserved matters prior to construction starting. No objection to the increase of size of property by 10% as long as boundaries of house are treated sympathetically and no overlooking onto adjacent properties as a result. Can a condition be considered to ensure this is the case?
<u>P21/V1528/HH</u>	7 Fitzwaryn Place Wantage OX12 9GJ	Proposed loft conversion with roof lights	No objection if gabled end window is glazed to match adjacent property due to overlooking and privacy for an ensuite bathroom.
<u>P21/V1591/FUL</u>	2 & 4 Church Street Wantage Oxon OX12 8BL	Application for approval for lapsed Planning Approval P17/V0977/FUL - Subdivision of funeral directors shop & single dwelling house into Funeral Directors Shop & 2no. 2 bedroom self contained flats. Partial demolition & rebuilding of existing Funeral Directors Shop to include new shop front	Objection. – Need confirmation there is enough space for bins and a plan for parking is provided for the new dwellings.
<u>P21/V1363/HH</u>	22 Harcourt Road Wantage OX12 7DQ	Porch extension to front entrance door at Nos. 20 and 22 Harcourt Road	No objection
<u>P21/V1640/HH</u>	38 Segsbury Road Wantage OX12 9XP	Proposed single-storey front extension to create a porch and internal alterations.	No objection
<u>P21/V1670/HH</u>	36 Truelocks Way Wantage OX12 7EG	First floor domestic extension over existing ground floor footprint to create new master bedroom and en-suite bathroom.	No objection
<u>P21/V1682/HH</u>	Yew Tree House The Cloisters Wantage OX12 8AQ	Alterations and introduction of two new dormer windows	No objection
<u>P21/V1454/A</u>	Phase 4 Land at Crab Hill Land North of A417	2no main sign v-sets installed with 4 flag poles to the front of the site. 3no visitor parking	No objection

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	and East of A33 Wantage	signs, 2no show home signs. 1no gable end lettering upon sales office.	
<u>P21/V1291/RM</u>	Pippins Locks Lane Wantage OX12 9DB	Reserved Matters following Outline Permission (P20/V1134/O) for the layout for the erection of a new family dwelling and associated infrastructure.	<p>Objection</p> <p>The conditions of Highways, Forestry Officer and Countryside Officer do not appear to be met.</p> <p>Wantage Town Council request conditions to be considered in order to minimise harm to trees adjacent to driveway for example no dig and TPO for those trees.</p> <p>The current plans do not give enough information to make an assessment on the adjacent properties and any overshadowing/curtailment of light.</p>
<u>P21/V1834/A</u>	Land off Grove Road (Elmbrook Court)	Advertisement: 3200mm high, 1800mm wide, 25mm deep 3mm aluminium powder coated sign tray. Secured with 25mm aluminium sign rail + s/s 76mm clips to 76mm dia' (3mm wall) powder coated aluminium posts.	No objection
<u>P21/V1757/PDH</u>	1 Reading Road Wantage OX12 8HP	Single storey extension to rear with flat roof and parapets Depth - 3.5m Height - 3m Height to eaves - 2.7m	<p>Objection.</p> <p>Overdevelopment – this development doesn't leave the property with much available amenity land.</p>
<u>P21/V1593/A</u>	44 Market Place Wantage OX12 8AR	TSB New illuminated Projecting Sign x 1 TSB New illuminated Fascia Sign x 1 Double sided A frame x 1	<p>No objection if signs are not illuminated.</p> <p>RESPONSE HELD UNTIL CLARIFICATION FROM PLANNING OFFICER RECEIVED</p>
<u>P21/V1731/HH</u>	9 Clover Close Wantage OX12 7GB	New external air conditioning unit to western elevation. Unit is proposed to power internal air conditioning units.	Objection. Support the comments from the Environmental Health Officer that the information provided is not sufficient for an assessment to be made of the potential noise disturbance to local residents. Also have concerns about what will be viewed from adjacent properties.
<u>P21/V1823/HH</u>	24 Denchworth Road Wantage OX12 9AX	Proposed replacement garage, link and alterations.	<p>Would like to see comments from Highways regarding the number of parking spaces needed for the property. No objection subject to suitable and sufficient parking provision. We would ask for the party wall act to be considered and the responsibilities of the applicant when building close to the boundary.</p> <p>.</p>

28 July 2021

Report by Town Clerk on matters relating to the business of the Leisure and Amenities Committee to the Wantage Town Council meeting on 2 August 2021, agenda item 27

1. ALLOTMENTS

The current allotment waiting list has 35 people. The highest demand is for the Stockham Park and Larkhill sites. A number of inspection visits have been conducted by Council staff since April with tenancies on uncultivated plots being terminated and plots re-let. 16 plots have been let, but the waiting list has not decreased due to the number of new requests received.

The Deputy Clerk has been unable to locate the water stop cock at the Lark Hill allotments and therefore the additional water butt has not been installed. Further investigations will be carried out by our grounds maintenance contractor, but this is unlikely to be before the autumn due workload.

The problem of rats at the Grove Road allotments has been resolved following the use of information provided by the Council. Repairs to the noticeboard at Grove Road site are yet to be made.

2. CEMETERY

The Conservation Volunteers completed the aftercare of the hedge at the cemetery. This included applying wood chip mulch, replacing the guards and canes and it is now looking in a much better condition. It was reported that the trees were budding and coming into leaf.

Unfortunately, there was evidence of anti-social behaviour in the area. Tree guards and canes have been removed and fire debris was present. I have reported this to police and asked them to visit the area as part of their regular patrol. Mark Bradfield and his partner were involved in the planting and will continue to check the progress from time to time and report any issues.

A complaint has been received from a resident of Humphries Green about rubbish from the cemetery being blown on to the Chain Hill verge area. The Deputy Clerk is looking to update/improve the rubbish bins around the cemetery. Currently they do not have lids and on occasions the litter can be blown around the cemetery.

A member of the public has commented about the benches that are being considered for the Remembrance Garden. He is concerned that benches attract youths to gather there and will be vandalised as they were before. He would like to see the money invested in providing an area elsewhere for them to go, instead of at the cemetery.

3. TOWN CENTRE AND GENERAL TOWN MATTERS

Benches

Four benches have recently been installed. I would like to order a further two, one for Stockham Park and one for The Platt (to replace the existing). It is intended to put together a list of benches that need replacing using input from councillors and the public.

Quotes have been received for picnic benches from the supplier of the benches and planters in the same material. They can be viewed here : [Picnic Benches](#) They can be converted to be wheelchair or pushchair accessible.

Planters

4 large planters have been installed in the western end of the market place and were planted out on 15 May 2021.

Floral Displays

The summer baskets were also hung and the pyramid planters planted out on 15 May. A letter was received from a member of the public proposing that the winter baskets be discontinued, saying that water is wasted and causes weeds to grow around the posts. I have not received comments from others. Committee members have been consulted and the view is that winter displays should be continued for another season.

Litter Bin

A litter bin has been installed in the Market Place western end area.

Weed killing

The first and second sprays of the year have been carried out. An email has been received from a member of the public regarding the use of weedkiller, questioning why it was being applied all over the pavement and not just on a few plants. He suggested that the Council should re-assess the use of weed killer and perhaps consider mechanical methods of removal. Alternatives were considered by the committee in the recent past and the decision agreed to continue with the existing arrangements.

Street Furniture and General Maintenance

There are a number of items and areas around the town requiring attention. Generally these can be attended to within the £1,000 expenditure authority delegated to the Clerk. A contractor has been instructed to repair a couple of the setts on the VC forecourt. It is noted that the finger posts need to be repainted, and some signs need updating/replacing. There have been a few areas where graffiti has been carried out. King Alfred's statue, town entry sign (Denchworth Road) and the VC forecourt. These have been reported to the police. There is clear CCTV footage of the incident on the VC forecourt and two names have been given to the police. The police have spoken to one of the persons involved who has now admitted the offence. The affected area has now been cleaned.

King Alfred Statue

The statue has become grimy. It was last cleaned in 2017. One quote has been received for a full clean of the statue of £1,200. A further quote is being sought.

Street Name Plates

A list of street name plates requiring attention had been sent by the Clerk to the District Council, A quote for dealing with twenty on the list had been received and approved in consultation with the Emergency Consultation Panel.

Christmas Decorations

The Town Centre Manager has been in contact with a supplier to see if they can make bespoke baubles. She would like to run a competition with Wantage primary school children to design a bauble to be placed on the Christmas trees. She is still trying to source an illuminated star for the trees.

District Council Leisure Strategy (S106 funding) – Community Engagement

The Deputy Clerk has contacted the District Council regarding S106 contributions available for Wantage and will look to engage with interested parties to encourage them to apply for the funds available. I will be seeking an update on the consultation with local sports groups about the future utilisation of funds.

The working group, involving Grove Parish Council, to engage with members of the public to seek their views regarding the leisure facilities that are needed, has not yet been established. Grove Parish Council is to discuss at their full council meeting on 3 August 2021

W Falkenau
28 July 2021

Report by Town Clerk on matters relating to the business of the Promotion, Communication and Events Committee to the Wantage Town Council meeting on 2 August 2021, agenda item 28 a).

1. Donation request – Kyley Dickinson re Event in Charney Bassett on Sunday 29 August 2021

The request is being referred to the Council meeting as a confidential agenda item.

2. Report from Events working group

Ray Collins has been approached about arranging a mini carnival on 26/9/21 to follow the Thames Valley Air Cadets 80th anniversary parade. The Market Place will be closed for a full day. Ray Collins is hesitant due to how much work is involved and the prospect that it may not be able to proceed if the Covid 19 restrictions were to change.

3. Cycling Event

Wantage to Winchester event not proceeding. There is the possibility of holding an event in the Market Place where bikes could be brought in to give people the opportunity to try out various bikes including e bikes.

4. Large LED display board

A supplier has come forward with a quote for a free standing unit to be installed in Kings Walk. They do not seem to favour installing screens in existing notice boards. Application for a Certificate of Lawful Development is on hold until specific proposals agreed. Given the size of quote, two further quotes from other suppliers would be required. If more than one unit is to be purchased, this might involve a formal tender process. This is to be considered under agenda item 28 b), to determine whether the project should proceed, before further quotes are sought.

5. Plaque to record Pride in Wantage recipients

Will now progress given announcement The Beacon will reopen on 5 September.

6. Update re provision of Changing Places facility in town centre

It is believed that the District Council is looking into the possibility of funding a changing place facility.

7. Freedom of Wantage arrangements

The event will take place on a date in July, the actual date has not been confirmed. It is possible that a carnival may take place on 25 June 2022. The Events Working Party to discuss further.

8. Love Wantage brand

Love Wantage shopping bags on order. Installation of roundels to the top of the hanging baskets has started and will be completed within the next week or so.

9. Artisan markets

Dates for the next artisan markets: 1 August, 5 September and 3 October 2021.

10. Social media training.

On hold.

11. Newsletter - Arrangements for next newsletter.

Content to be finalised. Need to include dates for full Market Place closures and the artisan markets.

W Falkenau
28 July 2021

Report by Town Clerk on matters relating to the business of the Policy, Management and Finance Committee to the Wantage Town Council meeting on 2 August 2021, agenda item 30

1. Update on plans to pedestrianise western end of the Market Place

A meeting was held on 8 July between our highway consultant and officers of the County Council. A number of issues were identified that require addressing. The consultant has indicated that it is necessary to conduct a number of topographical surveys to assist him with his work. This would involve an additional cost in the region of £5,400.

2. Future ownership and maintenance responsibilities for the Manor Road Recreational Ground

Email of 16 March 2021 from responsible DC officer advised he would investigate and get back to the Council. A follow up email to him of 8 June 2021 has not yet been responded to.

a) Request for CCTV camera in Wallingford Street

DC have advised that a camera has been ordered and installation is awaited.

3. Feasibility study into the removal of silt from the Letcombe Brook by the Mill

No further action currently required.

4. Storage for equipment supporting markets and events in the Market Place

The building to the rear of TSB has been deemed unsuitable. The renting of a garage which is closer to the top of the slope behind TSB has not yet been progressed.

5. Access to Council offices

We now have access to the Council offices on Tuesday and Wednesday mornings. The offices will not necessarily be manned on these hours. Staff will visit the offices to do work best accommodated within the offices. Visits by other parties will be by appointment. The Beacon should be back in full operation from 5 September.

W Falkenau
28 July 2021

**MINUTES OF THE MEETING OF THE WANTAGE TOWN COUNCIL
HELD AT THE BEACON, PORTWAY, WANTAGE ON MONDAY 2 AUGUST 2021, AT 7.40 P.M.**

Wantage Town Council Accounts for Payment - March to July 2021

Date	Payee	Description	Powers	Ref	£
01/04/2021	Abbey Properties	Market Attendant's shed rent	OA 1985	SO	100.00
01/05/2021	Abbey Properties	Market Attendant's shed rent	OA 1985	SO	100.00
01/06/2021	Abbey Properties	Market Attendant's shed rent	OA 1985	SO	100.00
01/07/2021	Abbey Properties	Market Attendant's shed rent	OA 1985	SO	100.00
01/04/2021	VWHDC	Cemetery Rates	Burials	DD	84.82
01/04/2021	VWHDC	Rates for Market	OA1985	DD	247.05
01/04/2021	VWHDC	Rates for car park	OA1985	DD	405.90
01/05/2021	VWHDC	Cemetery Rates	Burials	DD	87.00
01/05/2021	VWHDC	Rates for Market	OA1985	DD	247.00
01/05/2021	VWHDC	Rates for car park	OA1985	DD	404.00
01/06/2021	VWHDC	Cemetery Rates	Burials	DD	87.00
01/06/2021	VWHDC	Rates for Market	OA1985	DD	247.00
01/06/2021	VWHDC	Rates for car park	OA1985	DD	404.00
01/07/2021	VWHDC	Cemetery Rates	Burials	DD	87.00
01/07/2021	VWHDC	Rates for Market	OA1985	DD	247.00
01/07/2021	VWHDC	Rates for car park	OA1985	DD	404.00
13/05/2021	BNP Paribas	Photocopier lease	Office	DD	179.19
07/04/2021	Barclays	Bank charges	LGA 72	DD	8.90
06/05/2021	Barclays	Bank charges	LGA 72	DD	8.90
07/06/2021	Barclays	Bank charges	LGA 72	DD	8.90
05/07/2021	Barclays	Bank charges	LGA 72	DD	8.90
21/03/2021	NEST	Pension contributions	Office	DD	356.54
21/03/2021	Staff - various	March payroll	Office/OA1985	Bacs	7,492.91
21/04/2021	NEST	Pension contributions	Office	DD	363.16
21/04/2021	Staff - various	April payroll	Office/OA1985	Bacs	7,398.49
21/05/2021	NEST	Pension contributions	Office	DD	367.57
21/05/2021	Staff - various	May payroll	Office/OA1985	Bacs	7,610.71
21/06/2021	NEST	Pension contributions	Office	DD	370.51
21/06/2021	Staff - various	June payroll	Office/OA1985	Bacs	7,637.39
21/07/2021	NEST	Pension contributions	Office	DD	373.45
21/07/2021	Staff - various	July payroll	Office/OA1985	Bacs	7,664.47
		Total direct debits			43,201.76
31/03/2021	SGW Payroll	Payroll processing	Office/OA1985	Online	62.64
31/03/2021	Barclaycard	Quickbooks/adobe subs, telephone	Office	Online	77.43
31/03/2021	P Ley	Newsletter design	Information	Online	225.00
31/03/2021	Redcore Mktg	Newsletter distribution	Information	Online	684.00
31/03/2021	Charlton Env	Weedkilling	Highways	Online	954.00
31/03/2021	HMRC	PAYE March	Office/OA1985	Online	1,663.32
31/03/2021	WIAC	2nd half grant	Information	Online	5,000.00
31/03/2021	Grove Rugby FC	Donation to roof repair	Recreation	Online	5,000.00
31/03/2021	Wantage Silver Band	Donation re building extension	Recreation	Online	10,000.00
31/03/2021	Cain Bio- engineering	Report on Letcombe Brook silting	Land	Online	4,578.00
08/04/2021	Sustainable Wantage	Final instalment of grant	S137	Online	2,520.00
04/05/2021	Castle Water	Water for cemetery	Burials	Online	96.86

**MINUTES OF THE MEETING OF THE WANTAGE TOWN COUNCIL
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Date	Payee	Description	Powers	Ref	£
04/05/2021	Castle Water	Water for Larkihill allotments	Allotments	Online	27.89
04/05/2021	Castle Water	Water for Naldertown allotments	Allotments	Online	29.44
04/05/2021	Castle Water	Water for Stockham allotments	Allotments	Online	80.36
04/05/2021	SGW Payroll	Payroll processing	Office/OA1985	Online	73.08
04/05/2021	Solopress	Artisan market leaflets/banners	OA1985	Online	178.40
04/05/2021	P Ley	Design for Artisan market leaflet	OA1985	Online	195.00
04/05/2021	Roy Breakspear	Skips for cemetery	Burials	Online	840.00
04/05/2021	L Smith	Flags instal, shrouds instal/remove, clean bus shelters	Tourism/str eetfurniture	Online	935.00
04/05/2021	White Horse Horticulture	Cemetery/play area grass cutting and mtceMarch/April	Burials/open spaces	Online	1,410.00
04/05/2021	HMRC	PAYE April	Office/OA1985	Online	1,577.36
04/05/2021	OALC	Annual subscription	LGA 72	Online	2,499.85
17/05/2021	Southern Electric	Shed electricity	LGA 72	Online	57.82
17/05/2021	SGW Payroll	Payroll processing	Office/OA1985	Online	62.64
17/05/2021	Barclaycard	Quickbooks/adobe subs, telephone	Office	Online	89.17
17/05/2021	BT	Internet services	Office	Online	138.36
17/05/2021	Earth Anchors	Planters and bench seats	Street furniture	Online	3,434.40
01/06/2021	Sustainable Wantage	Grant re Wild Wantage	S137	Online	2,500.00
01/06/2021	Zurich Insurers	Annual insurance	LGA 72	Online	3,562.29
07/06/2021	K Choi	Artisan market entertainment	OA1985	Online	30.00
11/06/2021	Grove PCC re GROW	1st half grant	Recreation	730	5,525.00
14/06/2021	BT	Telephone services	Office	Online	50.27
14/06/2021	SGW Payroll	Payroll processing	Office/OA1985	Online	62.64
14/06/2021	Barclaycard	Quickbooks/adobe subs, skip hire, telephone	Office/burials	Online	321.17
14/06/2021	Windowflowers	Summer floral displays	Tourism	Online	5,032.80
14/06/2021	Wantage Summer Arts Fest	Donation	Entertainment	Online	3,200.00
05/07/2021	October Club	1st half grant	Entertainment	Online	2,500.00
05/07/2021	Letcombe Brook Project	1st half grant	Recreation	Online	5,000.00
05/07/2021	Vale CI	1st half grant	Information	Online	5,250.00
05/07/2021	Vale Academy Trust	Sweatbox 1st half grant	Recreation	Online	6,500.00
06/07/2021	SGW Payroll	Payroll processing	Office/OA1985	Online	62.64
06/07/2021	Glasdon	Litter bin	Litter	Online	486.86
06/07/2021	White Horse Horticulture	Cemetery/play area grass cutting and mtceMay/June - instal of street furniture	Burials/open spaces/highw ays	Online	2,955.00
06/07/2021	IAC Audit	Internal audit fee	LGA 72	Online	420.00
06/07/2021	Glanville Consultnts	Advisor re pedestrianisation scheme	Highways	Online	900.00
06/07/2021	HMRC	PAYE May	Office/OA1985	Online	1,741.25
06/07/2021	Maymessy	Donation	Information	Online	2,425.00
06/07/2021	Netwise	Website hosting/support	Information	Online	360.00
06/07/2021	Barclaycard	Qbooks/adobe/Zoom subs, s-bags	Office/OA1985	Online	696.79
06/07/2021	HMRC	PAYE June	Office/OA1985	Online	1,721.82
06/07/2021	Southern Electric	Shed electricity	LGA 72	Online	57.10
20/07/2021	Irwin Mitchell	Legal advice	S137	Online	4,200.00
		Total cheque/online payments			98,050.65
		Total payments March to July 21			141,252.41

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