

## WANTAGE TOWN COUNCIL

Council Offices,  
Portway,  
Wantage, OX12 9BX.

7 May 2024

Dear Sir/Madam,

I am instructed by the Town Mayor, Councillor Dr A Dunford to convene the Annual Meeting of the Wantage Town Council to be held in The Beacon, Portway, Wantage on Monday 13 May 2024, at 7.30 p.m.

Yours faithfully,

J. Evans  
Town Clerk/Treasurer

To: All members of the Council.

### BUSINESS TO BE TRANSACTED

Apologies for absence.

Declarations of Disclosable Pecuniary Interests.

Statements and questions from the public.

1. Election of Town Mayor.
2. Declaration of Acceptance of Office by the Town Mayor.
3. Election of Deputy Town Mayor.
4. Appointment of Town Mayor's Cadets.
5. Appointment of Standing Committees and election of Committee Chairmen and Vice-Chairmen.
  - a. Planning Committee
  - b. Leisure and Amenities Committee
  - c. Promotion, Communication and Events Committee
  - d. Policy, Management and Finance Committee
  - e. Health Committee
  - f. Climate Emergency Committee
  - g. Staffing sub-committee
  - h. Community Bus working group
6. Appointment of members on joint committees:-
  - a. Wantage and Grove Traffic Advisory Committee (4)
7. Appointment of representatives on other bodies:-
  - a. Vale and Downland Museum (Wantage) – Trustee (1)
  - b. Letcombe Brook Project (2)
  - c. Vale Community Impact (1)
  - d. Parish transport representative (1)
  - e. Executive Committee of Wantage, Grove and District Twinning Association (1)
  - f. Dickensian Evening Working Party (3)
  - g. Friends of Sweatbox (1)
  - h. Wantage and Grove Community Led Children's Services (1)
  - i. Trustee of Robert Stiles Almshouse (1)

8. To approve and sign minutes of the Council meeting held on 25 March 2024, and consider matters arising.
9. To receive and consider the minutes of the Promotion, Communication and Events Committee meeting held on 18<sup>th</sup> March 2024
10. To approve the extended absence of Cllr A Menzies
11. To consider financial statements and bank reconciliation as at 31 March 2024.
12. To receive the internal audit report for 2023/24
13. To review the Asset Register
14. To review and approve the Annual Governance Statement
15. To review and approve the Annual Accounting Statement
  - a. Adjustment to Year-End creditors to be noted
16. To set the dates for the Notice of Public Rights
17. To consider the Financial Statements for April 2024
18. To approve the renewal of the Council's Insurance policy
19. District and County Councillors' reports
20. Town Mayor's communications
21. Civic Visit to Seesen

**Confidential**

22. Ownership of public open space at Kingsgrove.
23. To consider establishing a Clerk's Imprest Account for the payroll payments.

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Statements and Questions from members of the public

There is an agenda item at the beginning of each meeting "Statements and questions from the public". This is an opportunity for members of the public to personally raise with the Council points of issue or concern. Advance notice must be given. A guide on the rules and procedures relating to this is available from the website [www.wantagetowncouncil.gov.uk](http://www.wantagetowncouncil.gov.uk)

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