

**MINUTES OF THE MEETING OF THE POLICY, MANAGEMENT AND  
FINANCE COMMITTEE OF THE WANTAGE TOWN COUNCIL  
HELD IN THE BEACON, PORTWAY, WANTAGE,  
ON MONDAY, 6 NOVEMBER 2017, AT 7.30 P.M.**

Committee Members present: Councillor C S Dickson (Chairman)  
Councillors A Crawford, Mrs CEC Dickson, Miss K Gill, E C Goldsmith,  
J C Goodman, Mrs M Gradwell, Mrs J T Hannaby, K Harris, B Mabbett,  
Mrs J E Nunn-Price, C McCarthy, P O'Leary, Mrs J Reynolds,  
Major J Sibbald and S Trinder.

Others present: M. Rowe – Wantage Tennis Club  
J Vandore – Betjeman Park  
Three members of the public

Town Clerk: Mr W P Falkenau.

**Apologies for Absence**

None.

**Declarations of Disclosable Pecuniary and other Interests**

None.

**Minutes of Meeting held on 25 September 2017**

The minutes were approved and signed.

**40. Statements and Questions from the Public**

Mr Rowe made a statement in support of the Tennis Club's request under item 46 - the application for S106 funding for the provision of floodlighting for the public tennis courts at the Memorial Park. He advised that whilst the infrastructure was in place for the provision of the lighting there had been insufficient funds available to provide the columns and the lighting units. He was seeking the support of the Town Council in the club's application for S106 funding from the District Council.

Mr Rowe left the meeting with the intention of returning later.

**41. Briefings by applicants for donations and grants**

a) Betjeman Park

Mr Vandore briefed the Committee on maintenance works required at the park. He was thanked for this and left the meeting.

b) Be Free Young Carers (formerly South and Vale Young Carers)

Mr Tabor reported on the work being undertaken by the charity. There had been a 33% increase in the number of young carers being supported over the past year. In response to questions he commented on the support given to BFYC by the Guidepost Trust charity. The name of the charity had been changed because support was now given across Oxfordshire rather than just in the South and Vale districts He was advised that he should be able to seek funding from the Vale of White Horse District Council from its New Homes Bonus. He was thanked for his briefing.

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**42. Matters Arising**

a) Update on investment and banking arrangements

The Clerk had been unable to make any further progress concerning this.

b) Update on Proliferation of 'A' boards on pavements around the town

The Clerk reported that he was in correspondence with County Council Officers, but they were struggling to sort out arrangements for the delegation of powers to the Town Council to remove items from the highway.

c) Update on Community Governance Review

Comments in support of the proposed parish boundary changes had been submitted to the District Council. A meeting of the District Council's committee was due to be held later in the month in which the outcome of the public consultation would be considered.

d) Update on meeting with GPs and on hospital building as a community asset

A reply from the GPs to the invitation to attend a Health Sub-Committee meeting was awaited. An email had been received that day from the Oxfordshire CCG advising of public meetings concerning future GP services in Oxfordshire will be consulted upon in November. A meeting relating to the Wantage area was to be held on Wednesday 22 November at Didcot Civic Hall at 6.30pm. The Clerk was to attend this event. If there was no response from the GPs, the Clerk was to engage with Julie Danbridge of the CCG concerning the local GP services. It was also noted that a meeting of the patient group was due to be held on Thursday 9 November at 7.00pm at the surgery.

The Clerk had not yet made any progress with the application for the Community Hospital to be made a community asset.

**POLICY**

**43. To consider minutes of Youth Town Council meeting held on 16 October 2017**

The minutes were noted. A letter had recently been sent out to primary schools. Councillor Mabbett agreed to supply a copy of the letter to all Councillors. There was discussion about the engagement with youngsters who were not students at King Alfred's Academy. There was a need to engage with them through other media. There was also a need to settle the constitution and sort out an election date. Mrs Hutchinson, a member of the public, agreed to assist Councillor Mabbett with this.

**Action: Mabbett/Hutchinson**

**44. To consider initial points raised by Financial Regulations working Group (see Clerk's memorandum of 1 November 2017)**

The Council did not currently have its own credit card and on occasions the Clerk used his own card for Town Council purchases. Councillors on the Working Group felt that the Town Council should have its own credit card. The latest NALC model regulations now incorporated provision for this, specifying that the card should be held by the Town Clerk or the Responsible Financial Officer.

ON THE PROPOSITION OF Councillor Dickson  
SECONDED BY Councillor Mrs Hannaby

IT WAS RESOLVED that a credit card be acquired for the Town Council and that a limit of £1000 be set for a single purchase transaction. The Clerk was to seek the approval of the Town Mayor and

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the Chairman of this Committee on transactions above this level. Details of payments by credit card were to be included in the Accounts for Payment report referred to this Committee. **Action: Clerk**

**45. To consider email of 29 October 2017 concerning future of the Summer Festival**

The two current organisers of the Festival were standing down. They had been unable to find anyone to replace them. They asked whether the Town Council might wish to take this over. The general view of the Committee was that this was not something that the Town Council should consider. It was felt, however, that this was something that the Deputy Town Clerk – Communications, when recruited, might be able to have some input to.

**46. To consider endorsing Wantage Tennis Club's application for S106 funding in the sum of £44,000 for the provision of floodlighting for the public tennis courts at the Memorial Park.**

Mr Rowe joined the meeting.

There was discussion about whether this was the most appropriate use for the S106 funding. Mr Rowe provided further information on how the pay and play floodlighting scheme would operate.

ON THE PROPOSITION OF Councillor Major Sibbald  
SECONDED BY Councillor Mabbett

IT WAS MOVED that the Town Council gives it endorsement to the application for S106 funding in the sum of £39,124. This was approved thirteen in favour, one against.

**MANAGEMENT AND FINANCE**

**47. Requests for donations and grants**

a) Betjeman Park

ON THE PROPOSITION OF Councillor McCarthy  
SECONDED BY Councillor Mrs Reynolds

IT WAS RESOLVED that a donation of £2,900 be made to the Betjeman Park for maintenance works.

b) Be Free Young Carers (formerly South and Vale Young Carers)

ON THE PROPOSITION OF Councillor Major Sibbald  
SECONDED BY Councillor Mrs Hannaby

IT WAS UNANIMOUSLY RESOLVED that a donation of £5,000 be made to Be Free Young Carers.

c) Sweatbox

It was noted that the Youth Town Council was considering allocating some of its budget to support Sweatbox during the period in which it would not have a permanent base.

ON THE PROPOSITION OF Councillor Crawford  
SECONDED BY Councillor McCarthy

IT WAS UNANIMOUSLY RESOLVED that the Town Council's budgeted amount of £10,500 for Sweatbox be paid.

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d) Independent Advice Centre re community bus

The Town Council had agreed in principle that a budget of £6,000 be allocated to support the instigation of a community bus service. The service had commenced and Councillor Trinder was due to meet officers of the Centre next week to discuss progress and to see what funds were needed.

ON THE PROPOSITION OF Councillor McCarthy  
SECONDED BY Councillor Goodman

IT WAS RESOLVED that the Clerk be given delegated authority to pay to the Centre whatever funds might be deemed appropriate from the budget of £6,000. **Action: Clerk**

It was noted that one of the S106 agreements included an allocation of a sum to support a community bus.

**48. Accounts for payment**

ON THE PROPOSITION OF Councillor Goodman  
SECONDED BY Councillor McCarthy

IT WAS RESOLVED that Accounts for payment in the sum of £28,820.89 be paid.

**49. Estimates 2018/19**

A draft working sheet was reviewed. The following changes were noted or requested.

£500 for community group support re The Beacon to be deleted.

A further £6,000 for the community bus to be included in 2018/19.

The Letcombe Brook Project budget be increased to £8,000 in 2018/19.

The budget for the October Club and Wantage Counselling be increased to £3,000 each.

The Youth Town Council to be consulted and involved in the grant to the Wantage Counselling, some of its services being provided to students of the King Alfred's Academy.

A budget of £500 to be included to add a backing to the Town Mayor's badge.

The budgets for the Civic Visit to be set at £3,000 and a budget for the Twinning of £2,000 to be included to cover costs involved in celebrating 40 years of Twinning with Seesen.

The Clerk was to incorporate the above items in the statements for consideration at the precept setting meeting in December. **Action: Clerk**

**50. General correspondence**

- a) A letter from the Wantage Independent Advice Centre dated 25 October 2017 in seeking a grant from the Vale of White Horse District Council, but the District Council was requiring that "letters of support in confirmation from all other funders for 2018 and any future years" be provided. Councillors Dickson, Mrs Dickson and Mrs Hannaby declared interests arising from their involvement with the Independent Advice Centre.

ON THE PROPOSITION OF Councillor McCarthy  
SECONDED BY Councillor Goodman

IT WAS RESOLVED that the Clerk should prepare a letter to be passed to the Independent Advice centre indicating the Town Council's continuing support. The Clerk is to consult with the Town Mayor and Councillor Miss Gill to confirm the suitability of the letter. **Action: Clerk**

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**Confidential Items**

ON THE PROPOSITION of Councillor Dickson  
SECONDED BY Councillor McCarthy  
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.

**51. Minutes of the meeting held on 25 September 2017 and matters arising from the minutes**

ON THE PROPOSITION OF Councillor Dickson  
SECONDED BY Councillor McCarthy  
IT WAS RESOLVED that the resolutions made in confidential session be adopted.

The meeting closed at 9.32 p.m.

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WPF/ME

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**Wantage Town Council**

**Accounts for Payment - September to November 2017**

Date	Payee	Description	Powers	Ref	£
01/10/2017	VWHDC	Rates cemetery	Burials	DD	£ 52.00
01/10/2017	VWHDC	Rates car park	OA 1985	DD	£ 316.00
01/10/2017	VWHDC	Rates Market	OA 1985	DD	£ 347.00
01/11/2017	VWHDC	Rates cemetery	Burials	DD	£ 52.00
01/11/2017	VWHDC	Rates car park	OA 1985	DD	£ 316.00
01/11/2017	VWHDC	Rates Market	OA 1985	DD	£ 347.00
01/10/2017	Abbey Properties	Market Attendant's shed rent	OA 1985	SO	£ 100.00
01/11/2017	Abbey Properties	Market Attendant's shed rent	OA 1985	SO	£ 100.00
21/09/2017	NEST	Pension contribution payments	Office	DD	£ 60.55
21/10/2017	Staff - various	October payroll	Office/OA1985	Bacs	£ 5,855.20
Total direct debits					£ 7,545.75
25/09/2017	Castle Water	Water charges - cemetery	Burials	306109	£ 39.49
25/09/2017	Castle Water	Water charges - allotments	Allotments	306110	£ 80.72
25/09/2017	Castle Water	Water charges - allotments	Allotments	306111	£ 48.68
25/09/2017	Castle Water	Water charges - market	OA1985	306112	£ 18.51
01/10/2017	WP Falkenau	Market signs and cones	OA1985	306113	£ 508.18
01/10/2017	JM Horton	Volunteers' Reception refreshments - deposit	S137	306114	£ 140.00
01/10/2017	Seven Design	Town maps	Tourism	306115	£ 210.00
01/10/2017	Castle Water	Water charges - allotments	Allotments	306116	£ 29.26
01/10/2017	cancelled	cancelled		306117	£ -
09/10/2017	Faringdon Newspaper	Wantage.com advert (JEF item)	Information	306118	£ 71.93
09/10/2017	Red Corner	Photocopying charges September	Office	306119	£ 39.44
09/10/2017	White Horse	Grass cutting etc at cemetery/play	Burials/allotments/Open Spac	306120	£ 1,225.00
09/10/2017	Independent Advice	2nd half grant	Information	306121	£ 5,000.00
09/10/2017	Project	2nd half grant	Recreation	306122	£ 3,500.00
09/10/2017	V&D Museum	3rd quarter grant - museum	Entertainment	306123	£ 4,750.00
09/10/2017	V&D Museum	3rd quarter grant - visitor information point	Tourism/LGA 72	306124	£ 1,587.50
16/10/2017	Amegos Theatre	Donation	Entertainment	306125	£ 500.00
16/10/2017	L Smith	Bus shelter clean	Street furniture	306126	£ 60.00
16/10/2017	First Ideas	Website hosting	Information	306127	£ 120.00
16/10/2017	cancelled	cancelled		306128	£ -
23/10/2017	Wantage Silver Band	Donation	Entertainment	306129	£ 664.60
23/10/2017	Charlton Env Services	Town centre weedkilling	Highways	306130	£ 252.00
23/10/2017	SGW Payroll	Payroll processing October	Office/OA 1985	306131	£ 66.60
23/10/2017	Castle Water	Water charges - allotments	Allotments	306132	£ 77.62
30/10/2017	MP Marren	Maintenance of bench seats	Street furniture	306133	£ 665.00
30/10/2017	BT	Internet services	Office	306134	£ 120.00
30/10/2017	Viking	Stationery	Office	306135	£ 136.00
30/10/2017	Castle Water	Water charges - market	OA1985	306136	£ 5.21
30/10/2017	Castle Water	Water charges - cemetery	Burials	306137	£ 9.40
01/11/2017	S Trinder	2nd Half Town Mayor's allowance	LGA 72	306138	£ 1,350.00
Total cheques					£ 21,275.14
<b>Total payments September to November 2017</b>					<b>£ 28,820.89</b>