

**MINUTES OF THE MEETING OF THE POLICY, MANAGEMENT AND  
FINANCE COMMITTEE OF THE WANTAGE TOWN COUNCIL  
HELD IN WANTAGE CIVIC HALL, PORTWAY, ON  
MONDAY, 22 MARCH, 2010, AT 7.30 P.M.**

Present: Councillor B H Armitage (Chairman)  
Councillors Mrs P Brundle, E C Goldsmith,  
M Green, Mrs J Hannaby, P M O'Leary, P Kent,  
J Morgan, Mrs J Reynolds, Major J Sibbald,  
Mrs L Todd, Dr I C E Turcu and Mrs E A Turner.

Clerk: Mr W P Falkenau.

Two members of the public.

**Apologies for Absence**

Apologies for absence were received from Councillors A Crawford, Ms N J Hanna and D B Standen.

**Declarations of Interest**

These were to be given as the meeting proceeded.

**Minutes of Meeting held on 1 February, 2010**

The minutes were approved and signed.

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

None.

**63. Matters Arising**

(a) Community Group Discounts : Wantage Civic Hall

There were still two grants to be settled. The Clerk had advised the Community Church of the grant offer. He was awaiting advice from the Church of the reduced discount amount for the current year.

(b) Town Council Website

The website had been given a fresh look. All papers could now be up-dated by Council staff. New photographs had been introduced. There was a Town Mayor's page.

(c) Pedestrian crossing at Limborough Road Development

A series of dates had been proposed by County Council officers for a meeting with Councillors. It was agreed to proceed with a meeting on the morning of 23 April, 2010.

(d) Future of Wantage Civic Hall

It was reported that Councillor Richard Webber, the member of the District Council Executive with responsibility for the Civic Hall, intended to meet users over the coming months. Marketing of the Civic Hall was being undertaken by Cornerstone and two of the District Council's staff.

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(e) Consideration of organisational arrangements of the Displays Committee

All members of the volunteer committee had now stepped down, and responsibility for the Committee had passed, for the time being, to the Town Council. The Clerk was making arrangements for ordering the floral displays for the coming season. It was agreed that a press release be issued advising of the changes, thanking the volunteers for their past work and seeking new volunteers for a future committee. **Action : Clerk**

(f) Reception for Volunteers

The reception was to be held on the evening of Wednesday, 24 March, 2010. Sixty-five volunteers had been invited, and eight Councillors had agreed to attend.

(g) Consideration of the appropriate level of funding of the Vale and Downland Museum Trust relating to the Town Council's Collection

The Clerk had advised the Museum of wording alterations required to the collection's policy document. He had yet to progress enquiries regarding the cost of storage of items by the County Council at Standlake or the cost of sifting through the collection.

**Action : Clerk**

It was agreed that a report from Councillor Green concerning actions being taken by the Trust with regard to its financial affairs be considered as a confidential item. The Clerk was to distribute copies of the original agreement relating to the Museum and details of the collection originally put on loan to the Museum.

**Action : Clerk**

It was noted that links from the Mayor's Chain of Office had been passed to the Museum for its collection. It was suggested that consideration be given to having these returned to the Town Council.

**Action : Clerk**

(h) Establishment of a Town Trust

The Clerk had not yet progressed this.

**Action: Clerk**

(i) Review of Budget and Reserve Allocation following Precept Setting

The Clerk and Councillor Armitage had not yet contacted Mr David Buckle, Chief Executive of the District Council, concerning the suggestion for funding the Market Place lay-out changes and responsibility for the Manor Road recreation ground.

**Action : Clerk/Armitage**

**POLICY**

**64. Minutes of the Joint Economic Forum Meeting held on 11 February, 2010**

4 – Small Rural Towns Programme : Progress Report on Grant Application

Forms relating to the next stage of the application had recently been submitted to SEEDA. The next stage involved a visit by a Market Town Fund co-ordinator from elsewhere in the south-east to undertake an assessment of the application. A date for this had yet to be set. The Clerk had been advised that a favourable outcome was more likely if as many people as possible from the local community could be presented to the assessor to give their support to the application.

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6(e) – Sainsbury’s Car Park

Councillor Mrs Hannaby had asked the District Council’s solicitor to review legal agreements relating to the Sainsbury’s development in order to confirm whether the firm was entitled to impose the “customer only” statement on the parking notices.

**65. Review of policy concerning the burial of persons from outside the Parish at the Chain Hill Cemetery**

The Council had delegated to the Town Mayor, Clerk and Chairman of the Environmental Committee responsibility for approving exceptions to the policy of only permitting residents of Wantage to be buried at the Chain Hill cemetery. There had recently been an application concerning someone who had lived in the town for 44 years but had moved away to a local village 12 years ago. Approval would currently be given to persons living in areas that were due to become part of the Wantage parish when the boundary changes proceeded, and to elderly persons who had moved to care homes outside the parish in their latter years.

ON THE PROPOSITION of Councillor Armitage,  
SECONDED by Councillor Goldsmith,  
IT WAS UNANIMOUSLY RESOLVED that approval be given for the burial of the person who had lived in the town for 44 years. Although it was unlikely that similar requests would be received, it was agreed that this permission should not be deemed to set a precedent for the approval of future applications. These would be considered on individual merit and the availability of space at the cemetery at the time.

**66. Consideration of request from Royal Engineers Museum to donate to them the three Desagnes paintings currently on long-term loan and to contribute to the cleaning costs of the paintings**

It was noted that the request from the Museum was in three parts -

- approval by the Town Council for the paintings to be cleaned
- approval by the Town Council for the Museum to seek grants towards the cost of the cleaning from elsewhere, and
- a request for the paintings to be permanently donated to the Museum.

ON THE PROPOSITION of Councillor Major Sibbald,  
SECONDED by Councillor Mrs Hannaby,  
IT WAS UNANIMOUSLY RESOLVED that approval be given for the cleaning of the paintings and the seeking of grants from elsewhere. The donation of the paintings to the Museum was not approved.

The Museum had indicated that one painting from the collection had already been gifted to it. The Clerk was to seek confirmation and evidence of this. **Action : Clerk**

**67. Consideration of proposition that the running of the Sweat Box and the youth facilities it provided for Wantage and Grove should be taken as an exempla and should be promoted for the county and nationally, and that a Special Council meeting be called to discuss the Sweat Box facilities**

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It was noted that a press release was due to be published following a meeting of those parties involved with the Sweat Box on Friday, 19 March, 2010. It was agreed to defer consideration of this item to the Special Council meeting (agenda item 67) that was due to follow this meeting.

**68. Consideration of items for discussion at Town Electorate Meeting on  
15 April, 2010**

It was agreed that as well as the normal reports from the Town Mayor, Committee Chairmen and County/District Councillors, the Market Place changes, the future of the Civic Hall and youth facilities be included as additional agenda items to help encourage members of the public to attend. It was also agreed that a short explanation should be provided at the meeting of the respective roles of the District and County Councils versus those of the Town Council. All reports were to be of no longer duration than five minutes. It was noted that the public was able to ask questions at both the beginning and end of the meeting, and there was no requirement to give prior notice concerning questions to be raised.

**MANAGEMENT AND FINANCE**

**69. Financial Statements to March, 2010**

Up-to-date financial statements were noted. There were still a number of areas where additional charges or costs were yet to be received, e.g. Community Church discount grant. The final accounts for the year would be presented to the next meeting.

**Action : Clerk**

**70. Requests for Donations**

The Clerk had received two requests that the Council might wish to consider. These related to the October Club which was seeking funds to enable it to open an additional day per week. The letter from the Club was more concerned with seeking volunteers to assist in fundraising, rather than directly requesting a donation.

A letter had been received from St. John Ambulance at Kidlington requesting a donation towards the provision of new equipment. It was normally Council policy not to support organisations located outside the parish, but because there was a strong presence of St. John Ambulance volunteers within the town, the Clerk was to enquire whether a donation could be made on a restricted basis obliging it to be used to purchase equipment for use in Wantage.

**Action : Clerk**

The Clerk was to distribute copies of the letters, and these were to be referred to the next meeting of the Committee.

**Action : Clerk**

**70. Accounts for Payment**

It was noted that the charge under reference 304582 for £115.62 was incorrect. It was agreed that this be removed.

ON THE PROPOSITION of Councillor Major Sibbald,  
SECONDED by Councillor Morgan,  
IT WAS RESOLVED that accounts for payment in the sum of £13,161.86 be approved.

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**71. General Correspondence**

(a) Community Policing Awards :

Letter from Thames Valley Police dated 12 March, 2010

Nominations for the awards were being sought. The deadline for entries was 16 April, 2010.

(b) Civic Visit to Seesen : 2010

Arrangements for this were being dealt with by the Town Mayor.

**Confidential Items 73 and 74**

ON THE PROPOSITION of Councillor Armitage,  
SECONDED by Councillor Major 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.

ON THE PROPOSITION of Councillor Armitage,  
SECONDED by Councillor Major Sibbald,  
IT WAS RESOLVED that the resolutions made in confidential session be adopted.

The meeting closed at 9.45 p.m.

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WPF/KR

Wantage Town Council

Accounts for Payment - February to March 2010

Date	Payee	Description	Powers	Ref	£
21/02/2010	Staff - various	February payroll	Office/OA1985	Bacs	£ 3,346.21
21/03/2010	Staff - various	March payroll	Office/OA1985	Bacs	£ 3,284.92
01/02/2010	VWHDC	Rates car park	OA 1985	DD	£ 325.00
01/02/2010	VWHDC	Rates Market	OA 1985	DD	£ 388.00
01/02/2010	VWHDC	Rates car park	OA 1985	DD	£ 325.00
01/02/2010	VWHDC	Rates Market	OA 1985	DD	£ 388.00
18/03/2010	DD Leasing	Qtr charge re photocopier	Office	DD	£ 121.43
		Total direct debits			<u>£ 8,178.56</u>
08/02/2010	TVE Hire & Sales	Salt	Burial	304564	£ 56.33
08/02/2010	White Horse Horticulture	Cleaning and laying salt	Burial	304565	£ 180.00
08/02/2010	Transfer to Barclays	Re payroll £4000		304566	£ -
08/02/2010	Red Corner	Photocopying	Office	304567	£ 18.07
05/03/2010	Paul Harris	Various repairs	OA 1985/Allots	304568	£ 123.00
05/03/2010	SGW Payroll	Payroll services February	Office	304569	£ 67.68
05/03/2010	Sapphire Construction	Repairs to Market Square	OA1985	304570	£ 911.48
05/03/2010	White Horse Horticulture	Cleaning and planting hedge	Burial/Leisure	304571	£ 360.00
05/03/2010	M&A Electrical	Christmas lighting	Tourism	304572	£ 415.95
05/03/2010	Viking Direct	Stationery	Office	304573	£ 45.74
05/03/2010	TVE Hire & Sales	Salt	OA1985	304574	£ 50.70
05/03/2010	Thames Water	Water for allotments, cemetery and market	Various	304575	£ 64.39
05/03/2010	Transfer to Barclays	Re payroll £3500		304576	£ -
05/03/2010	Red Corner	Photocopying	Office	304577	£ 27.50
05/03/2010	Viking Direct	Stationery	Office	304578	£ 205.45
08/03/2010	BT	Office telephone	Office	304579	£ 92.85
22/03/2010	Cancelled	Cancelled		304580	£ -
22/03/2010	HMRC	PAYE re salaries & wages	Office/OA 1985	304581	£ 2,364.16
22/03/2010	VWHDC	Refreshments for Volunteers Reception	LGA 72	304582	£ 115.62
22/03/2010	VWHDC	Refreshments for Volunteers Reception	Cancelled	304583	-£ 115.62
		Total cheques			<u>£ 4,983.30</u>
		<b>Total payments February to March 2010</b>			<b>£ 13,161.86</b>