

**MINUTES OF THE MEETING OF THE POLICY, MANAGEMENT AND
FINANCE COMMITTEE OF THE WANTAGE TOWN COUNCIL
HELD IN WANTAGE CIVIC HALL, PORTWAY, ON
MONDAY, 2 FEBURARY, 2009, AT 7.30 P.M.**

Present: Councillor B H Armitage (Chairman)
Councillors E C Goldsmith, Mrs J Hannaby, J Morgan,
P M O'Leary, Mrs J Reynolds, Major J Sibbald and
Mrs E A Turner.

Clerk: Mr W P Falkenau.

Apologies for Absence

Apologies for absence were received from Councillors Mrs P Brundle, A Crawford, M Green, Ms N J Hanna, P Kent, Mrs L Todd and Dr I C E Turcu.

Declarations of Interest

Councillor Mrs Hannaby advised that she was now the District Council's portfolio holder for emergencies (which included flooding) and was a member of the Letcombe Brook Group and the Wantage Flooding Committee.

Minutes of Meeting held on 10 November, 2008

The minutes were approved and signed.

54. Statements and Questions from the Public

None.

55. Reports from Community Officers

(a) PC Darren James : Thames Valley Police

PC James was not present. Police resources were being deployed to deal with incidents connected to the current bad weather. It was hoped that he would attend the next Committee meeting.

(b) Ms Sally Wallington : Letcombe Brook Project Officer

Ms Wallington had been unable to attend the meeting due to a prior engagement. She had submitted a written report, and intended to attend the next meeting. The report was noted. It was reported that Mr Graham Parker was carrying out rubbish clearance work at the brook, on a voluntary basis, and was doing an excellent job. It was agreed that the Clerk should send him a letter of thanks. **Action: Clerk**

56. Matters Arising

(a) Vale and Downland Museum Trust

The Clerk had not been able to fully review the Museum's accounts for the year ended 31 March, 2008. The end of the current financial year was rapidly approaching, and it appeared that the Museum had taken suitable corrective action to improve its financial position. A final grant instalment for the current year had been due in January.

MINUTES OF THE MEETING OF THE POLICY, MANAGEMENT AND
FINANCE COMMITTEE OF THE WANTAGE TOWN COUNCIL
HELD IN WANTAGE CIVIC HALL, PORTWAY, ON
MONDAY, 2 FEBRUARY, 2009, AT 7.30 P.M.

ON THE PROPOSITION of Councillor Major Sibbald,
SECONDED by Councillor Armitage,
IT WAS RESOLVED that the grant for the final quarter be paid. **Action: Clerk**

The Clerk had been contacted in the New Year by an officer of the County Council concerning the Town Council's collection held in the Museum. A meeting with the officer had not yet been arranged. **Action: Clerk**

The Clerk had no further information on the change of legal status for the Museum Trust. He agreed to make enquiries concerning its progress. **Action: Clerk**

(b) Council's Tax Base

A letter dated 16 December, 2008 had been received from Steve Bishop of the District Council, in which he advised that the boundary changes would take effect from 1 April, 2011. Mr. Bishop confirmed that the earlier advice, that this would take effect sooner, had been incorrect.

(c) Display Columns/Floral Displays

The new Christmas lighting arrangements had proceeded as reported at the previous meeting. The bolder and brighter lighting in Grove Street and Limborough Road had been welcomed, but it had highlighted the poorer quality of illumination elsewhere in the town. The Display Committee was to be asked to improve the lighting elsewhere. A proposal had been put to the Display Committee to install an artificial tree. It was agreed to advise the Committee that any major changes to the lighting arrangements should be referred to the Town Council. Councillor Mrs Reynolds, the Town Council's representative on the Committee, agreed to advise it of this. **Action: Reynolds**

(d) Community Group Discounts ; Wantage Civic Hall

Councillor Morgan declared a personal and prejudicial interest, his wife being an organizer of the Stage Musical group events at the Civic Hall, and left the meeting.

The Clerk reported that he had received a number of letters from Civic Hall users requesting grants to cover the increased charges for the Civic Hall. The Clerk had concluded that there was a need to obtain more specific information from each organization about how the changes would affect them. He intended to distribute a short questionnaire to each organization to obtain this information. This would be referred to the next meeting of the Committee. **Action : Clerk**

(e) Flooding

Dealt with under item 55 b) above,

(f) Town Council Website

The Clerk had incorporated agendas, minutes and some additional information on the Council's website, without undertaking major alteration. He had included links to the District Council, County Council, Police and other authorities' and agencies' websites. He advised Councillors that more and more public consultation was being conducted through websites, and that there was a need to monitor these in order to detect consultations that might affect the Wantage community. He urged Councillors to visit websites and advise

MINUTES OF THE MEETING OF THE POLICY, MANAGEMENT AND
FINANCE COMMITTEE OF THE WANTAGE TOWN COUNCIL
HELD IN WANTAGE CIVIC HALL, PORTWAY, ON
MONDAY, 2 FEBRUARY, 2009, AT 7.30 P.M.

him of any consultations they believed should be referred to the Town Council for consideration. **Action: All**

There was discussion concerning the inclusion of Councillors' photographs and CVs/resumes on the website. Councillors were invited to include information about themselves, using up to 50 words.

ON THE PROPOSITION of Councillor Armitage,
SECONDED by Councillor Major Sibbald,
IT WAS UNANIMOUSLY RESOLVED to proceed with the inclusion of photographs and CV/resume information on the website. Councillors were invited to be available for photographs to be taken at the next Council meeting.

(g) Wantage Town Lands Governors Appeal Fund

The Governors had been advised to refer a grant request to the Joint Environmental Trust. The recent meeting had been missed. The Governors were to be asked to remove the boarding which had been placed adjacent to the highway in Mill Street, which was considered an eyesore. This had been installed to protect the railings at the front of the almshouses from HGVs entering Limborough Road from Mill Street. As this manoeuvring no longer occurred, the boarding was no longer required.

POLICY

57. Minutes of Joint Environmental Trust meeting held on 8 January, 2009

Alfred's Bath

It was reported that Sally Wallington had agreed to engage a volunteer group to undertake a tidy-up of the Bath. When this had been done, there would be a need for on-going maintenance to keep the Bath in a reasonable condition.

ON THE PROPOSITION of Councillor Mrs Hannaby,
SECONDED by Councillor Mrs Reynolds,
IT WAS UNANIMOUSLY RESOLVED that the Council should seek to maintain the Bath in a reasonable condition, and that the Clerk should seek quotes for the cost of doing this.

Action: Clerk

58. Invitation to Seesen for Civic Visit in April, 2009

The Town Mayor had issued an invitation for a civic visit by Seesen in April. He had not yet received a response. In consultation with others, he would arrange a programme for the visit.

Action: O'Leary

59. Proposed Meeting Schedule for 2009/2010

The proposed schedule, attached, was approved.

60. Grass Cutting Contract Arrangements for 2009 Season

A quote had been received from White Horse Horticulture. In order to establish a long-term relationship with the contractor, it was suggested that in future, the contract be placed on a three-year basis.

MINUTES OF THE MEETING OF THE POLICY, MANAGEMENT AND
FINANCE COMMITTEE OF THE WANTAGE TOWN COUNCIL
HELD IN WANTAGE CIVIC HALL, PORTWAY, ON
MONDAY, 2 FEBRUARY, 2009, AT 7.30 P.M.

ON THE PROPOSITION of Councillor Mrs Hannaby,
SECONDED by Councillor Armitage,
IT WAS UNANIMOUSLY RESOLVED that the quote for the 2009 season from White Horse Horticulture be accepted, and that the contractor be advised that in the autumn of 2009 the Council would seek quotes from contractors for a three-year period. He was to be advised that the Town Council was pleased with the work he had undertaken.

Action: Clerk

MANAGEMENT AND FINANCE

61. Requests for Donations

Wantage Town Football Club :

Request for grant towards cost of equipment to support new playing fields

It was reported that the Football Club was intending to establish an academy which would be beneficial to the local community.

ON THE PROPOSITION of Councillor Mrs Hannaby,
SECONDED by Councillor Armitage,
IT WAS UNANIMOUSLY RESOLVED that a donation of £500 be made. The Club was to be advised that as a parish council the Town Council had only limited funds available to contribute to this valuable amenity.

Action: Clerk

62. Accounts for Payment

King Alfred's Statue : Replacement of Plaque

The Clerk was to ascertain whether the cost of the replacement plaque would be covered by the Council's insurers.

Action: Clerk

ON THE PROPOSITION of Councillor Goldsmith,
SECONDED by Councillor Major Sibbald,
IT WAS RESOLVED that accounts for payment in the sum of £21,836.38 be approved.

63. General Correspondence

(a) Wantage Churches Together :

Letter from Methodist Church Minister dated 27 January, 2009

Permission was sought to hold a united Good Friday Service at 12 noon on the V C Forecourt as has been the custom in previous years. The application was approved.

(b) Phoenix Children's Foundation :

The Foundation sought permission to bring two ponies, with appropriate volunteers, for a fund-raising event in the Market Place on Wednesday, 4 March, 2009, between 10 a.m. and 2 p.m. It was agreed that the application be approved, subject to it being confirmed that this was a legitimate charity, safety arrangements were satisfactory, and that it would be of benefit to the local community.

Action: Clerk

MINUTES OF THE MEETING OF THE POLICY, MANAGEMENT AND
FINANCE COMMITTEE OF THE WANTAGE TOWN COUNCIL
HELD IN WANTAGE CIVIC HALL, PORTWAY, ON
MONDAY, 2 FEBURARY, 2009, AT 7.30 P.M.

Confidential Items 64, 65, 66, 67

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 9.36 p.m.

WPF/KR

Wantage Town Council

Accounts for Payment - November 2008 to February 2009

| Date | Payee | Description | Powers | Ref | £ |
|------------|---------------------------|---------------------------------------|--------------------|--------|-------------|
| 18/12/2008 | DD Leasing | Qtr charge re photocopier | Office | DD | € 121.43 |
| 12/11/2008 | Information Commissioner | Fee | Office | DD | € 35.00 |
| 01/12/2008 | VWHDC | Rates car park | OA 1985 | DD | 310.00 |
| 01/12/2008 | VWHDC | Rates Market | OA 1985 | DD | 370.00 |
| 02/01/2009 | VWHDC | Rates car park | OA 1985 | DD | 310.00 |
| 02/01/2009 | VWHDC | Rates Market | OA 1985 | DD | 370.00 |
| | | Total direct debits | | | € 1,516.43 |
| 17/11/2008 | Mr D Fisher | Attendant support for Fairs | OA 1985 | 304295 | € 240.00 |
| 17/11/2008 | Grove Parish Newsletter | Health check questionnaire (JEF item) | Tourism | 304296 | € 150.00 |
| 17/11/2008 | Wilts & Berks Canal Trust | Subscription | Recreation | 304297 | € 10.00 |
| 17/11/2008 | White Horse Horticulture | Cemetery rubbish clearing October | Burials | 304298 | € 60.00 |
| 06/12/2008 | Red Corner | Photocopying charges - November | Office | 304299 | € 26.41 |
| 06/12/2008 | Murray McLean | Hedging for Stockham Park | Recreation | 304300 | € 334.87 |
| 06/12/2008 | Viking Direct | Stationery and office items | Office | 304301 | € 85.59 |
| 06/12/2008 | White Horse Horticulture | Cemetery clearance and hedge planting | Burials/Recreation | 304302 | € 610.00 |
| 06/12/2008 | WP Falkenau | December salary | Office | 304303 | € 366.52 |
| 06/12/2008 | Mrs M Eagan | December salary | Office | 304304 | € 601.86 |
| 06/12/2008 | Mrs H Kell | December salary | Office | 304305 | € 825.36 |
| 06/12/2008 | Mrs P Legge | December salary re November | Office | 304306 | € 114.60 |
| 06/12/2008 | Mrs K Rose | December salary | Office | 304307 | € 318.95 |
| 06/12/2008 | Mrs C Tomlinson | December salary | Office | 304308 | € 535.82 |
| 06/12/2008 | Mr D Legge | December salary re November | OA 1985 | 304309 | € 555.08 |
| 06/12/2008 | Mr J Winch | December salary re November | OA 1985 | 304310 | € 326.40 |
| 06/12/2008 | Mr Z Islam | December salary re November | OA 1985 | 304311 | € 273.36 |
| 18/12/2008 | Falcon Signs | Dickensian Evening closure | Tourism | 304312 | € 440.63 |
| 18/12/2008 | Hanney News | Health check questionnaire (JEF item) | Tourism | 304313 | € 60.00 |
| 18/12/2008 | BT | Office telephone | Office | 304314 | € 82.99 |
| 18/12/2008 | BT | Office fax | Office | 304315 | € 57.14 |
| 18/12/2008 | VWHDC | JEF meeting charge | LGA 1972 | 304316 | € 36.98 |
| 24/12/2008 | Thames Water | Market water | OA 1985 | 304317 | € 22.50 |
| 24/12/2008 | Thames Water | Cemetery water | Burials | 304318 | € 16.08 |
| 24/12/2008 | Thames Water | Allotments water | Allotments | 304319 | € 76.94 |
| 24/12/2008 | Faringdon Newspapers | Health check questionnaire (JEF item) | Tourism | 304320 | € 587.50 |
| 24/12/2008 | TVE Sales | Traffic cones for market | OA 1985 | 304321 | € 37.15 |
| 24/12/2008 | Falcon Signs | Plaque for Statue | Parish property | 304322 | € 1,725.00 |
| 24/12/2008 | Viking Direct | Stationery and office items | Office | 304323 | € 27.54 |
| 24/12/2008 | Red Corner | Photocopying charges - December | Office | 304324 | € 37.55 |
| 13/01/2009 | Inland Revenue | PAYE 3rd quarter | Office/OA 1985 | 304325 | € 2,579.96 |
| 13/01/2009 | WP Falkenau | January salary | Office | 304326 | € 321.85 |
| 13/01/2009 | Mrs M Eagan | January salary | Office | 304327 | € 545.20 |
| 13/01/2009 | Mrs H Kell | January salary | Office | 304328 | € 721.80 |
| 13/01/2009 | Mrs P Legge | January salary re December | Office | 304329 | € 126.06 |
| 13/01/2009 | Mrs K Rose | January salary | Office | 304330 | € 282.72 |
| 13/01/2009 | Mrs C Tomlinson | January salary | Office | 304331 | € 470.18 |
| 13/01/2009 | Mr D Legge | January salary re December | OA 1985 | 304332 | € 328.06 |
| 13/01/2009 | Mr J Winch | January salary re December | OA 1985 | 304333 | € 337.28 |
| 13/01/2009 | Mr Z Islam | January salary re December | OA 1985 | 304334 | € 209.04 |
| 13/01/2009 | White Horse Horticulture | Cemetery rubbish clearing December | Burials | 304335 | € 60.00 |
| 02/02/2009 | BT Internet | Internet Connection | Office | 304336 | € 103.16 |
| 02/02/2009 | PB Property Services | Bus Shelter Clean | Bus shelters | 304337 | € 50.00 |
| 02/02/2009 | V&D Museum Trust | 4th quarter grant re TIC | Tourism | 304338 | € 1,360.00 |
| 02/02/2009 | V&D Museum Trust | 4th quarter grant re Museum | Tourism | 304339 | € 4,050.00 |
| 02/02/2009 | WP Falkenau | Computer and stationery items | Office | 304340 | € 120.09 |
| 02/02/2009 | Viking Direct | Stationery | Office | 304341 | € 11.73 |
| | | Total cheques | | | € 20,319.95 |

Total payments November 2008 to February 2009

£ 21,836.38