

ROYAL WOOTTON BASSETT TOWN COUNCIL

Minutes of a meeting of the Royal Wootton Bassett Town Council held on Thursday 15th December 2011 at 7.30 pm in the Council Chamber, Civic Centre, Station Road, Royal Wootton Bassett.

PRESENT: Councillors: Steve Bucknell, Susan Doyle, Linda Frost, Owen Gibbs, Paul Heaphy, Sue Hughes, Mike Leighfield, Peter Roberts, Jenny Stratton, Steve Walls

Also in Attendance: Linda Roberts, Town Clerk of Calne, Inspector Chris Martin, Wiltshire Police

Officers in Attendance: Johnathan Bourne, Town Clerk, Michelle Temple, Administrative Team Leader, Emily Maiden, Administrative Assistant.

56. APOLOGIES

Apologies for absence were received from Councillors Jon Booth, Mary Champion, Audrey Wannell and Chris Wannell.

57. DECLARATION OF INTEREST

To receive Declarations of Interest in accordance with the Local Authorities (Model Code of Conduct) Order 2007.

RESOLVED to note that no Declarations of Interest were received.

58. PRESENTATION ON THE WORK OF TOWN COUNCILS

Presentation from Linda Roberts, Town Clerk at Calne Town Council.

The Mayor had asked Linda Roberts to make a short presentation to the Council, which he previously viewed at the Calne Community Showcase event on Friday 28th October 2011.

Three short films were shown to the Council, each made by Calne

Town Council staff as part of a team building exercise. The challenge set to the staff and Councillors was to produce a piece which highlighted the work done by Parish and Town Councils, in order to dispel the 'Vicar of Dibley' myth, and prove that local Councils are well equipped to enact the Localism Bill when it comes into effect.

Members were impressed with the films, and agreed that Calne's assets were shown to the full in each piece. Linda Roberts extended an invitation to Members to come and spend a day with her team at Calne Town Council, to explore some of the issues shown in the films in greater detail.

Members then began to think about what could be done along similar lines in Royal Wootton Bassett. This was thought to be important in helping the town to move forward, especially now that the repatriations have been transferred to RAF Brize Norton. Discussion points could include how best to showcase Royal Wootton Bassett's community assets, the use of social media in communication, and how to engage the younger generation of the town.

RESOLVED to raise an Agenda item at a future meeting that would cover this idea.

The Mayor thanked Linda Roberts for taking the time to present the films to Royal Wootton Bassett Town Council.

59. WRITTEN REPORTS

Wootton Bassett Police - Inspector Chris Martin was in attendance to present an update from his team. The emphasis of the report was on keeping safe over the festive season. Inspector Martin explained that anti-social behaviour would remain as a Police priority for the Christmas period, with the expected increase in alcohol consumption at this time historically linked to an increase in incidents of anti-social behaviour.

The latest crime figures for the Royal Wootton Bassett sector show a slight increase in thefts from motor vehicles. There has also been a slight increase in the number of robberies, however these figures are not included on the table presented. Of 8 robberies committed in the area in recent weeks, Police believe at least 3 of these are related incidents, and enquiries are ongoing.

The Mayor thanked Inspector Chris Martin for his attendance at the meeting.

Royal Wootton Bassett Town Council Crime /Vandalism Log- Head Groundsman Ralph White included an updated table showing incidents of vandalism in Royal Wootton Bassett since the last Council meeting. The report was noted.

Member of Parliament – James Gray MP sent a written report to Royal Wootton Bassett Town Council. The report was noted.

Wiltshire Councillors – Apologies for absence were received from Wiltshire Councillors Peter Doyle and Bill Roberts.

Wiltshire Councillors Mollie Groom and Peter Doyle sent written reports to Royal Wootton Bassett Town Council. The reports were noted, and the following issues relating to Wiltshire Council matters were raised:-

- There is a lack of disabled parking bays on the High Street. Original plans showed extra bays which are not in place. Could Wiltshire Council be contacted to see whether there are any plans in place to create the disabled bays that were previously drawn onto the High Street plan, which were intended to stretch from the War Memorial to the existing bays?
- Parking rules are not being enforced around the Town Hall, and subsequently cars are parking under the building, and in pedestrian areas. Could the signs be put back up to warn the drivers that they are unable to park in the area? The discussion around this issue also highlighted the fact that Post Office vehicles often park by the Town Hall and this is seen as inappropriate, and encourages others to use the area for parking. Members were also concerned about the cycle rack outside the Post Office, which is often blocked by A boards and made inaccessible.
- In relation to the Town Hall parking issue, Members expressed an interest in placing new bollards in the affected area, possibly with chains attached to act as a physical barrier, in the hope of discouraging drivers who may wish to park in the area.
- Members reported many trip hazards on pavements around the town, examples being cracked surfaces, raised paving slabs and

potholes in the pavements.

- The gullies outside the Barbour Shop on Wood Street are still blocked. Someone needs to be contacted regarding the possibility of jet washing these gullies to clear them.
- Church Street has a very bad surface in parts. Are Wiltshire Council going to be resurfacing the road any time in the near future?
- There is a large pot hole near the top of Longleaze which needs to be looked at by the Wiltshire Council Highways team.
- There are several overhanging trees and general overgrown vegetation causing problems near St Barts, along the main road. The St Barts area also has an issue with dog fouling. Both these problems to be referred to Wiltshire Council.
- The green light at the crossing at St Barts is not working at the moment, and needs to be reported.
- The man-hole cover near Jones the Chemist is on the verge of falling apart and needs to be replaced before it does so.
- Questions were asked about ownership of the new roundabout and side verges at the Wainhomes development. Will there be a sponsored flowerbed there, and if so, will it be maintained by Wainhomes or Royal Wootton Bassett Town Council?
- There are some trees at Longleaze School which need to be cut back. A letter was sent from Royal Wootton Bassett Town Council to the Headteacher of Longleaze Primary School about this issue on 27th June 2011. This letter was sent as a result of discussions at the Play Area Working Party.
- Members wanted to know if the proposed Noremarsh Road pedestrian crossing would be going ahead. The Wiltshire Council Highways team are the best placed to answer this enquiry.

Area Board Representatives – Councillor Mike Leighfield gave an update on the progress of the Community Campus project.

Wiltshire Council are supportive of a new build, and are looking to the

MoD for some input, due to the proximity of Lyneham. There was a feeling amongst Members that not enough information is being released to residents, who wish to know where exactly the project stands at this moment, as well as any developments in the project itself.

It was therefore RESOLVED to invite Stuart Wheeler of Wiltshire Council to a future meeting, and to involve and work closely with The Reverend Canon Thomas Woodhouse on this issue.

Further RESOLVED to ask Wiltshire Council to publish as much information as they can about the Campus scheme, in the form of Press Releases etc.

Representatives appointed by the Council – Councillor Steve Bucknell gave an update on the progress of the Economic Development Working Party. Particular attention has been paid so far to the possibility of opening up a new Railway Station in the town. Discussions have taken place over whether this should be a ‘Parkway’ type station, or a smaller scale version.

Members were very interested in the work of the Economic Development Working Party, and requested that they be notified of all meetings, regardless of whether they are involved with a particular group or not.

RESOLVED to inform all Members of the dates, times and venues of all future meetings.

60. CONFIRMATION OF MINUTES

RESOLVED to confirm and sign Minutes of a meeting of the Council held on Thursday 6th October 2011 (WBTC/5/2011-2012). Copy previously circulated.

61. MAYOR’S COMMUNICATIONS

The Mayor informed Members that he had been to over 20 different events since the last Council meeting took place. These included the opening of two new shops on the High Street, the Brownies Royal Tea Party, and a German Carnival Evening.

The Deputy Mayor described a visit that he undertook to Beachley Barracks for the return of the 1st Rifles. This event was incredibly moving, and showed the determination and courage of the injured soldiers returning home.

62. TO ANSWER ANY QUESTIONS

No questions were received, either with or without notice under Standing Orders.

63. PLANNING COMMITTEE

Report on a meeting of the Planning Committee held on Thursday 24th November 2011 (P/7/2011-2012). Copy previously circulated.

RESOLVED to adopt the report.

64. AMENITIES COMMITTEE

Report on a meeting of the Amenities Committee held on Thursday 3rd November 2011 (A/4/2011-2012). Copy previously circulated.

RESOLVED to adopt the report.

65. REVENUE AND RESOURCES COMMITTEE

Report on a meeting of the Revenue and Resources Committee held on Thursday 24th November 2011 (R&R/4/2011-2012). Copy previously circulated.

RESOLVED to adopt the report.

66. NEIGHBOURHOOD PLANNING

At the last meeting of the Council, held on Thursday October 6th 2011, Councillor Steve Bucknell was appointed as representative to the Neighbourhood Planning Forum, with Councillor Chris Wannell as deputy.

We have now been advised that each Council should appoint two representatives, and as such Councillor Wannell has been attending as well as Councillor Bucknell.

The Council was asked to note the above and consider appointing a deputy, should either Councillor be unable to attend.

RESOLVED to appoint Councillor Owen Gibbs as deputy on the Neighbourhood Planning Forum.

Councillor Steve Bucknell gave an update on the work of the Neighbourhood Planning Forum. As the Forum is relatively new, and is seen as a 'front runner', it remains to be seen how any teething issues will be resolved, if at all. Tacit approval was given to support the process at the present time.

Further RESOLVED to raise an Agenda item at each Council meeting, giving Members the option to leave the Forum if they feel that this would be the most appropriate course of action.

67. PAROCHIAL CHARITIES REPRESENTATIVE

Royal Wootton Bassett Town Council has two appointed Trustees to the Parochial Charities, each serving a four year term as the Council's representative. The resignation of Councillor William Roberts has meant that a vacancy has arisen for a Council appointed Parochial Charity representative.

The Council was therefore asked to appoint a member to become a Trustee of the Parochial Charities, alongside Councillor Audrey Wannell, who currently represents the Council in this capacity.

RESOLVED to appoint Councillor Mike Leighfield as Parochial Charities representative alongside Councillor Audrey Wannell.

68. CASUAL VACANCY

The Council was advised that Councillor William Roberts has resigned from his position as a Town Councillor for Royal Wootton Bassett North Ward. The vacancy has been advertised by Wiltshire Council in accordance with The Representation of the People Act 1985 s21.

The Notice of Election was published on Thursday 1st December 2011, with the Receipt of Nominations closing at noon on Friday 9th December 2011.

If any election is contested, the poll will take place on Tuesday 10th January 2012.

Councillor William Roberts will continue his work with Wiltshire Council, as Member for Royal Wootton Bassett North.

RESOLVED to note the above.

69. CIVIC CENTRE MAINTENANCE

Councillor Sue Hughes left the meeting.

At a meeting of the Revenue and Resources Committee held on Thursday September 22nd 2011, members discussed a recommendation from the Council's professional advisors that £25,710 should be allocated for repair work to be carried out at the Civic Centre.

A decision on this matter was deferred until a breakdown of the £25,710 figure was provided by the professional advisors.

An email detailing where the money will be spent in relation to repair work needed to the emergency fire escape and stone work at the Civic Centre was circulated previously.

The Council was asked whether it wishes to proceed with the specification and tendering of this work.

RESOLVED to proceed with the specification and tendering of this work.

70. ANNUAL ESTIMATES OF INCOME AND EXPENDITURE

Councillors are advised that the effect of Section 106 of the Local Government Finance Act 1982 is that if, when considering budgetary items, any Councillor is in arrears for more than two months with his/her Council Tax, he/she must declare that Section 106 of the Local Government and Finance Act 1982 applies and neither speak nor vote

on the matter before Council. Failure to observe this renders the Councillor liable for prosecution by the Director of Public Prosecutions.

It is the responsibility of the Town Council to levy a precept on Wiltshire Council to cover its costs for the 2012/2013 financial year. Wiltshire Council is the charging authority and will collect this on behalf of the Town Council.

Although Standing Committees make budgetary bids and the Revenue and Resources assesses these in making its recommendations to Council, it is the Council alone that has the power to levy the precept.

The Town Council can only levy its precept once per year and this must be submitted to Wiltshire Council no later than 20th January 2012. Copies of the documentation were circulated with the Revenue and Resources agenda and remain unchanged. Members were asked to bring these to the meeting.

The Revenue and Resources Committee is recommending that the Council adopt a budget with a precept of £787,090 which will represent a decrease on last year's Council Tax of 1.3385 %, or a reduction of £2.50 on a Band D property.

The Council is asked to formally set the Precept for 2012/2013.

RESOLVED to accept the recommendation of the Revenue and Resources Committee, and formally set the Precept as £787,090 for the year 2012/2013.

The Council extended their thanks to both the Town Clerk and the Council's Accountant for all their hard work in preparing the 2012/2013 budget.

71. MAYOR'S JEWELS

Following the receipt of the Letters Patent and the town becoming Royal Wootton Bassett, a number of changes need to be made to letterheads, financial stationery, signage, vehicle livery etc.

For the most part, it is intended that this should occur as items come up for replacement in order to minimise cost. Attached was a sheet giving an indication of the kind of items that will need to be changed in the future.

As a priority, the Council needs to consider changing the Mayoral and Civic Jewels, and costings for this are currently being sought.

As part of the Royal Event, the Council allocated £4000 which was loaned to the Chamber of Commerce for the Memorabilia project. It is expected that this will be returned to the Council in the New Year.

It was recommended that the Council authorise the allocation of this funding for the purpose of changing the Jewels, and authorise the Mayor and Town Clerk to proceed with this at the earliest opportunity.

RESOLVED to accept the recommendation, and authorise the allocation of funding for the changing of the Jewels.

Further RESOLVED for the new Jewel to be presented at a future meeting of Royal Wootton Bassett Town Council.

72. PRESS RELEASES

The Council was asked to consider whether it would like any Press Releases issued in respect of the Committee Agenda items.

RESOLVED to issue Press Releases on the following:-

- The setting of the Precept
- To assist where appropriate Wiltshire Council's position with regards to the timescale for the Campus project in Royal Wootton Bassett.

The meeting closed at 10pm