

RWBTC/3/2015-2016

16th July 2015

Minutes of a meeting of Royal Wootton Bassett Town Council held on Thursday 16th July 2015 at 7.30pm in the Committee Room, Royal Wootton Bassett Rugby Club, Ballards Ash, Royal Wootton Bassett

PRESENT: Councillors: Steve Bucknell, Mary Champion, Susan Doyle, Mike Farrow, Ian Ferries, Linda Frost, Janet Georgiou, Paul Heaphy, Mike Leighfield, Michael Page, Marion Sweet, John Wilks.

Officers in Attendance: Johnathan Bourne, Town Clerk, Michelle Temple, Administrative Services Manager, David Williams, CCTV Supervisor, Gillian Welsman-Clarke, Administrative Officer & Mayors Secretary and Emily Maiden, Committee Clerk, Administrative Assistant.

27. APOLOGIES

Apologies for absence were received from Councillors Chris Wannell and Audrey Wannell.

28. DECLARATIONS OF INTEREST

To receive Declarations of Interest in accordance with sections 10 and 12 of Wiltshire Council's Members Code of Conduct, as adopted by Royal Wootton Bassett Town Council at a meeting held on Thursday 12th July 2012.

RESOLVED to note that no Declarations of Interest were made.

29. ANNUAL CCTV REPORT

The Council received the Annual CCTV report from the Town Council CCTV Supervisor, David Williams. It was noted that the updated style of the report did not include the incident log, however it was suggested that a sample of incidents could be provided in future reports.

Members were impressed with the total number of hours that volunteers had worked over the last year, and invited David Williams to the Community Forum event in September, where a display could be used to raise the profile of the suite and encourage new volunteers to join the team. The Council expressed gratitude to the team, and enquired as to what could be done to make their job easier. David Williams explained that an aspiration of the suite was to update the furniture, as the existing wooden tables are dark and out-dated. Modern furniture in the suite would improve the working environment for the volunteers.

The Council gave a unanimous vote of thanks to the CCTV team for their continued hard work.

30. WILTSHIRE COUNCIL SERVICE PROVISION

At the meetings of the Amenities Committee held on Thursday 4th June 2015 and the R&R Committee held on Thursday 18th June 2015, Members discussed increasing concerns about the ability of Wiltshire Council to fund local amenity services in the current funding crisis. The issue arose as a result of difficulties with Wiltshire Council's policy for the Community Area Transport Group (CATG), whereby town and parish councils have been asked to contribute towards the funding of minor highway works, however Wiltshire Council's delivery of amenity services as a whole was also raised during the course of discussions.

In light of these matters, the Town Council invited Wiltshire Councillor Allison Bucknell, Chair of the Royal Wootton Bassett and Cricklade Area Board, to attend the meeting to discuss members' concerns regarding Wiltshire Council amenity service provision and facilitate a proactive approach to partnership working.

Councillor Bucknell explained that she would be happy to listen to any concerns and report these back to the Area Board. The following matters were discussed: -

- Grass cutting – the schedule can be found on the Wiltshire Council webpage. Generally, verges are cut once a year and grass areas in an urban, built-up environment are cut every two to three weeks. This service has been contracted out to Balfour Beatty and subcontracted to English Landscapes.
- Litter bins – The contract for bin provision is held by Balfour Beatty. Should a Town or Parish Council wish to include additional bins, they would need to meet the cost.
- Community Area Transport Group (CATG) – There appears to have been some miscommunication and confusion over the CATG process and which types of project the CATG can put forward for completion. In light of this, the Council may wish to reconsider its previous approach to the group and its funding policy.
- Difficulty in communication –It was noted that it has been very difficult in recent weeks to engage with Wiltshire Council through the Customer Service department. Councillor Bucknell suggested that these types of problem should be raised with the appropriate Wiltshire Councillor.

The Mayor thanked Councillor Bucknell for her attendance at the meeting.

31. WRITTEN REPORTS

Wiltshire Police – PC Romani was in attendance to present the latest police report, which included an overview of recent crime figures for the area. Following a period of months where anti social behaviour had been an on-going concern, reports have decreased considerably in recent weeks. Police and licensing officers undertook a successful operation in the town which resulted in one premises being reported for licensing offences; this premises has subsequently closed. There will be a follow-up licensing meeting later in the summer. The Neighbourhood Policing Team intend to undertake an increased number of foot patrols during the school holidays to improve police visibility.

Member of Parliament – Copies of the report submitted by James Gray MP were circulated at the meeting.

Representatives appointed by the Council - Copies of a report submitted by Councillor Michael Page, representative to St Bartholomew's School, were circulated.

32. CONFIRMATION OF MINUTES

RESOLVED to confirm and sign minutes of a meeting of the Council held on Thursday 28th May 2015 [RWBTC/2/15-16]. Copy previously circulated.

33. MAYOR'S COMMUNICATIONS

The Mayor informed the Council that he had recently arrived home from a trip to Royal Wootton Bassett's twin town of Blain in France, which was celebrating the 10th anniversary of its Portuguese twinning.

It was also noted that the Ride of Respect had been successful this year. Prior to the ride a number of concerns had been raised by residents, police and councillors regarding the live music and camping element of the event. It had been suggested that a multi-agency debriefing meeting be held after the event, however given that the weekend passed without incident or complaint, it was decided that this would no longer be required.

34. TO ANSWER ANY QUESTIONS

There were no questions either with or without notice received under Standing Orders.

35. PLANNING COMMITTEE

RESOLVED to note the report on meetings of the Planning Committee held on 28th May 2015 (P/9/14-15) and (P/1/15-16). Copies previously circulated.

36. AMENITIES COMMITTEE

RESOLVED to note the report on meetings of the Amenities Committee held on 28th May 2015 (A/1/15-16) and 4th June 2015 (A/2/15-16). Copies previously circulated.

- **36a) STONEOVER LANE TENDERS**

The Town Council has received tender documents for the replacement footpath at Stoneover Lane as follows:

a) £15,730

b) £35,306

c) £67,737.20

The Town Council's architect is in the process of undertaking the necessary review of the lowest tender documentation to ensure its viability, therefore it was recommended to establish a sub-committee with delegated powers in order to approve the tender should the architect's report confirm its suitability.

RESOLVED to appoint Councillors Ian Ferries, Linda Frost, Sue Doyle and Mary Champion to the sub-committee for the approval of the recommended tender, up to a value of £20,500.

37. REVENUE AND RESOURCES COMMITTEE

RESOLVED to note the report on meetings of the Revenue and Resources Committee held on 28th May 2015 (R&R/1/15-16) and 18th June 2015 (R&R/2/15-16). Copies previously circulated.

38. NEIGHBOURHOOD PLANNING

RESOLVED to note the report on meetings of the Neighbourhood Planning Steering Group held on Tuesday 9th June 2015 and Thursday 9th July 2015, copies previously circulated.

39. TOWN TEAM

RESOLVED to note the report on a meeting of the Town Team held on Thursday 25th June 2015, copy previously circulated.

40. ROYAL WOOTTON BASSETT COAT OF ARMS

The Council received a report from Gillian Welsman-Clarke regarding the Royal Wootton Bassett Coat of Arms, including details of trade descriptions and copyright, copy previously circulated.

The Council was asked to consider the recommendation to obtain registered trademark status for the Coat of Arms as detailed in the report.

RESOLVED to seek the advice of a specialist on intellectual property rights through the Council's solicitors.

41. COMMUNICATIONS

The Council was asked whether it wished to issue any press releases or other communications in respect of the Committee agenda items.

Questions were raised about the editorial approach to articles that appear in the bi-monthly Bulletin.

RESOLVED not to issue any communications in respect of the agenda items.