

**RWBTC/7/2016-2017**

6<sup>th</sup> April 2017

**ROYAL WOOTTON BASSETT TOWN COUNCIL**

Minutes of a meeting of Royal Wootton Bassett Town Council held on Thursday 6<sup>th</sup> April 2017 at 7.30pm at Manor House, Lime Kiln, Royal Wootton Bassett.

PRESENT: Councillors: Steve Bucknell, Mary Champion, Sue Doyle, Linda Frost, Janet Georgiou, Sue Hughes, Mike Leighfield, Marion Sweet, Audrey Wannell, Chris Wannell, Steve Watts, John Wilks

Officers in Attendance: Johnathan Bourne, Town Clerk, Michelle Temple, Administrative Services Manager, Emily Maiden, Committee Clerk and Administrative Officer.

Also in attendance: 5 members of the public: Robert Anstee, Owen Gibbs, Helen Sessions, John Parker, Maurice Hopkins

**Question Time**

*Mr Owen Gibbs of "The Weeping Willows", Callow Hill, Brinkworth,* attended the meeting to raise the issue of how badly the grass verges have been left following the works to underground cables on the B442 and A3102. It was suggested that the Town Council pass on this request to Wiltshire Council Planning asking to restore the verges back to an acceptable condition.

*Mr John Parker of 81 Dunnington Road,* attended the meeting to reflect on the recent planning meeting regarding the temporary road and to question those voting against the majority as to their reasons.

**95. APOLOGIES**

Apologies for absence were received from Councillors Paul Heaphy, Stephan Jarvis and Michael Page.

**96. 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 12<sup>th</sup> July 2012.

**97. WRITTEN REPORTS**

Written reports were received from Wiltshire Police and James Gray MP, copies previously circulated. It was noted that the number of dwelling burglaries had increased, which was of concern.

RESOLVED to note the written reports.

**98. CONFIRMATION OF MINUTES**

RESOLVED to confirm and sign minutes of a meeting of the Council held on Thursday 23<sup>rd</sup> February 2017 [RWBTC/6/16-17]. Copy previously circulated.

**99. MAYOR'S COMMUNICATIONS**

The Mayor advised the Council of a number of events that she has attended in recent weeks, including the Arts Festival, Concert in the Church, Showman's Guild and many more.

**100. TO ANSWER ANY QUESTIONS**

There were no questions with or without notice received under Standing Order 17.

**101. PLANNING COMMITTEE**

RESOLVED to adopt the report on a meeting of the Planning Committee held on Thursday 23<sup>rd</sup> February 2017 (P/7/16-17). Copy previously circulated.

**102. AMENITIES COMMITTEE**

RESOLVED to adopt the report on a meeting of the Amenities Committee held on Thursday 2<sup>nd</sup> March 2017 (A/6/16-17), copy previously circulated.

**103. REVENUE AND RESOURCES COMMITTEE**

RESOLVED to adopt the report on a meeting of the Revenue and Resources Committee held on Thursday 23<sup>rd</sup> March 2017 (R&R/6/16-17). Copy previously circulated.

**104. TOWN TEAM**

RESOLVED to note a verbal update from the Chairman, Councillor John Wilks, on the activities of the Town Team.

**105. NEIGHBOURHOOD PLAN**

RESOLVED to note a verbal update from Councillor Mike Leighfield on the Neighbourhood Plan which was submitted to Wiltshire Council on Tuesday 21<sup>st</sup> March 2017.

## **106. HIGHWAYS IMPROVEMENTS WORKING PARTY**

Report on a meeting of the Highways Improvements Working Party held on Wednesday 29<sup>th</sup> March 2017. A number of minor highway improvement schemes were supported by the Highways Working Party, and approximate costings were obtained, copy previously circulated.

The Town Council has a budget of £5,000 for such works, and is therefore asked to approve expenditure as detailed in the report for the completion of the schemes put forward by the Highways Working Party. These schemes can then be taken to the next Community Area Transport Group meeting with full funding from the Town Council, in order to ensure that they are actioned.

RESOLVED to defer all schemes to the next meeting in view of the absence of the working party Chairman Councillor Mike Farrow.

## **107. ANNUAL GOVERNANCE STATEMENT FOR THE YEAR ENDING 31<sup>ST</sup> MARCH 2017**

The Accounts and Audit Regulations 2015 require smaller authorities to conduct a review of the effectiveness of the system of internal control each financial year, and prepare an annual governance statement in accordance with proper practices in relation to accounts.

The purpose of the annual governance statement is for an authority to report publicly on its arrangements for ensuring that its business is conducted in accordance with the law, regulations and proper practices and that public money is safeguarded and properly accounted for.

The Council was asked to: -

Review and agree questions 1-9 on Section 1 of the Annual Return, Annual Governance Statement 2016-2017, copy previously circulated.

RESOLVED to adopt Section 1 questions 1-9 all answered affirmative on the Annual Governance Statement 2016-2017.

## **108. FORTHCOMING MEETINGS AND EVENTS**

To note the following: -

Annual Town Meeting, Thursday 27<sup>th</sup> April 2017, 7pm, Sacred Heart Church Hall.

Mayor Making, Thursday 11<sup>th</sup> May 2017, 7pm, St Bartholomew's Church.

Councillor Training, Tuesday 16<sup>th</sup> May 2017, 7pm-9pm, Manor House.

Councillor Training, Tuesday 23<sup>rd</sup> May 2017, 7pm-9pm, Manor House.

Appointment of Committees meeting, Thursday 25<sup>th</sup> May 2017, 7.30pm, Manor House.

## **109. COMMUNICATIONS**

The Council was asked whether it wishes to issue any Press Releases or other Communications in respect of the Agenda items.

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

*The meeting closed at 8.32pm*