

RWBTC/11/2020-2021

25th March 2021

ROYAL WOOTTON BASSETT TOWN COUNCIL

Minutes of a meeting of Royal Wootton Bassett Town Council held virtually on Thursday 25th March 2021 at 7.00pm via Go to Meeting.

PRESENT Councillors: David Bowler, Steve Bucknell, Mike Farrow, Paul Heaphy, Nic Hughes, Sue Hughes, Mike Leighfield, Tom Patterson, Eve Silvester, Jenny Stratton, Marion Sweet, Steve Walls and Steve Watts.

Officers in Attendance: Stephen Nash, Town Clerk, Michelle Temple, Administrative Services Manager and Kelly Warren, Administrative Services Officer and Committee Clerk.

141. SUSPENSION OF STANDING ORDERS

RESOLVED to suspend Standing Orders for the duration of this meeting, only in respect of the following:

- a) To allow those councillors not able to connect to Go To Meeting to give a vote on any matter by telephone, text message or email.
- b) To allow councillors attending the meeting to vote on items using a roll call rather than show of hands.

142. APOLOGIES

Apologies were received from Councillors Mary Champion and Janet Georgiou.

143. 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 Councillor Steve Watts declared an interest in item 21 (to be discussed in private session) Councillor Steve Bucknell declared a possible interest in item 21 (to be discussed in private session). Councillor Tom Patterson declared an interest in agenda item 6, the replacement poppy as he is Chair of the 'Forever' Poppy group.

144. MAYOR'S COMMUNICATIONS

- The Mayor advised the Council that an item was missing on the agenda. 'To answer any questions with or without notice received under standing orders' and this would be added in as item 4a.
- Attended Malmesbury's virtual Mayor's Ball which was a successful event raising over £4000 for the Malmesbury Mayor's charity.

- The Mayor hopes to end his mayoral year with a small event and also announced that as he has not been able to raise money throughout the last year, he will be donating his Mayoral allowance to his chosen charity, 'Brighter Futures'.
- Advised that the Police have indicated that a 16 year old has been arrested for the killing of a swan on the canal last week. He was extremely disappointed to have seen comments suggesting vigilantism and violence against the person arrested on Facebook and hopes the Councillors would condemn such threats.
- The Mayor congratulated Councillors Paul Heaphy and Sue Hughes on 10 years' service on the Council and thanked all Members for their services especially as elections are coming up in May 2021.

145. TO ANSWER ANY QUESTIONS

Councillor Sue Hughes submitted a question without notice concerning the disabled parking bays at Jubilee Lake. Councillor Hughes has recently engaged with users who have found that access to get back into their vehicles is restricted due to other car park users using the gaps between the disabled bays as parking spaces. Councillor Hughes asked the Council to extend their moral obligation by looking at extending the hatched areas, displaying signage in the car park to highlight that parking is within marked bays only, in the tarmac area, communicating widely the need for this and perhaps look to returning the disabled bays back to the original location. The Town Clerk agreed that he would work alongside Councillor Sue Hughes and John Macindoe, Grounds Maintenance and Services Manager, meeting on site and look at these works. Copy question attached.

146. WRITTEN REPORTS

A written report paying tribute to Enam Chowdury and Chris Wannell was received from James Gray MP, copy previously circulated.

147. REPLACEMENT POPPY

Councillor Paul Heaphy arrived at 7.20pm

The Council received a presentation from the Royal Wootton Bassett Sculpture Campaign Project Team. Their vision is to set up a Charitable Incorporated Organisation (CIO) with the aim to lease the land where the plinth stands from the Town Council and place the new bronze 'Forever' gift from Mark Humphrey delivered and installed free of charge on to the plinth. The CIO would look to be the owners of the statue and responsible for insurance and maintenance as well as securing funds for ongoing costs with minimal involvement from the Town Council. They would look to enhance the area and feel the 'Forever' bronze poppy would add to the Town's heritage.

Much discussion took place surrounding the offer with many questions raised regarding the financial plan, material treatment, sizing, case studies, engineers report and the true message of the poppy. The Council felt they would need additional information to be made into a final presentation before they could decide. It was also suggested that the Town Councils legal advice had previously advised that the land in question could not be leased to any group/ organisation.

The Council thanked the group for their presentation and would arrange for a meeting to be held between the Town Clerk, Michelle Temple, Administrative Services Manager, the Town Council legal advisor and RWB Sculpture Campaign Project team to go through the legal advice and see if their offer remained a viable option.

148. CLIMATE AND ENVIRONMENTAL EMERGENCY WORKING GROUP

The Council received a presentation, from Dave Knight, Expert Support for the group on what a cycle route network could look like for the town. The group would like to see route 1 implemented as the first priority and would appreciate design support and funding help from the Town Council.

The Town Council is very supportive of improving cycling within the town and encourages anyone who has suitable qualifications to help with the design to reach out. Councillor Bucknell advised that progress had previously been made with Persimmon Homes and Oxford University with regards to acquiring the land behind Borough Fields and asked that the Town Clerk contact Persimmon Homes and Oxford University to push forward the discussions as this could provide the land for the route from the north to the south of the town, that the group are looking for.

Dave Knight was asked to reach out to the Town Clerk for any applicable funding that may be available.

The Council thanked Dave Knight for his professional and most informative presentation.

149. MINUTES

RESOLVED to approve minutes of meetings of the Council held on Thursday 11th February 2021 [RWBTC/10/2020-2021] Copy previously circulated. Minutes to be signed at a later date.

150. AMENITIES COMMITTEE

RESOLVED to approve minutes of the Amenities Committee meeting held on Thursday 25th February 2021 [A/6/2020-2021]. Copy previously circulated. Minutes to be signed at a later date.

151. REVENUE AND RESOURCES COMMITTEE

RESOLVED to approve minutes of the Revenue and Resources Committee meeting held on Thursday 11th March 2021 [R&R/6/2020-2021]. Copy previously circulated. Minutes to be signed at a later date.

152. INVESTMENT COMMITTEE WORKING GROUP

RESOLVED to approve minutes of the Investment Committee Working Group meeting held on Wednesday 3rd March 2021. Copy previously circulated.

153. MANOR HOUSE WORKING GROUP

RESOLVED to approve the minutes of the Manor House Working Group meeting held on Wednesday 3rd March 2021. Copy previously circulated.

154. NOTICE OF MOTION

The Council received a Notice of Motion proposed by Councillor Nic Hughes and seconded by Councillor Sue Hughes regarding charging points for electrical vehicles. Signed copy previously circulated. Councillor Nic Hughes asked the Council to accept the motion and look to explore the funding availability for installation.

RESOLVED to approve the motion with the following amendments:

- Add Wood Street car park to point 2 of the motion.
- Add a point 5 to the motion to include a policy for switching Council owned vehicles to electric as such electric vehicles become viable and look at electric charging points for Manor House car park and the possibility at the workshop.

155. DONATIONS POLICY

RESOLVED to approve the Donations Policy, copy previously circulated.

156. DATA PROTECTION OFFICER

It is a requirement of GDPR that organisations have a dedicated Data Protection officer.

RESOLVED to approve the Town Clerk, Steve Nash as the Data Protection Officer.

157. BANK SIGNATORY

RESOLVED to approve the Town Clerk, Steve Nash as the main signatory on all Town Council bank accounts. This is a requirement by each of the banks before a mandate can be authorised.

158. MAYOR-ELECT NOMINATION

It is usual practice of the Council, confirmed in Standing Orders, that the Deputy Mayor should normally become the Mayor.

RESOLVED to elect Councillor Marion Sweet as Mayor Elect for the forthcoming civic year should she be re-elected.

159. DEPUTY MAYOR-ELECT NOMINATION

The Council was asked to consider nominating a Deputy Mayor Elect and therefore

RESOLVED to elect Councillor Mike Farrow as Deputy Mayor Elect for the forthcoming civic year should he be re-elected.

160. COMMUNICATIONS

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

RESOLVED to issue communications on the following:

- Replacement Poppy – that the Council had welcomed the presentation and were supportive of a statue being placed on the plinth and look forward to receiving further information from the group. Councillor Nic Hughes and the Town Clerk to work together on this.
- Electric charging points motion. Councillor Nic Hughes and the Town Clerk to work together on this.
- Proposed cycle routes.

- Tribute to Enam Choudray.
- Signage for Jubilee Lake disabled parking bays.

161. EXCLUSION OF THE PUBLIC AND PRESS

It was recommended that under Section 100(A)(4) of the Local Government Act 1972, the press and public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in paragraphs 1 of Part 1 of Schedule 12(A) of the Act, and the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

162. NEW LEASE FOR UNIT 5 MERCHANT HOUSE

The Council was asked to approve the Town Clerk's recommendation. The Council RESOLVED that:

- The Town Clerk to be given power to negotiate leases without the resolution of the Town Council but before doing so he must have received a confirmation e-mail from the majority of Councillors that they are happy with the proposed tenant and proposed use of space. The Councillors are to respond to the e-mail on the basis that they 'Reply to All'.
- Leases will be ratified by the Town Council at the next appropriate Town Council meeting.

Meeting closed at 9.25pm