

RWBTC/2/2021-2022
8th July 2021

ROYAL WOOTTON BASSETT TOWN COUNCIL

Minutes of a meeting of Royal Wootton Bassett Town Council held on Thursday 8th July 2021 at 7.00pm at Royal Wootton Bassett Memorial Hall.

PRESENT Councillors: Rob Anstee, Steve Bucknell, Michael Cotton, Pat Farrow, Paul Heaphy, Josephine Holloway, Fiona Holness, Nic Hughes, Sue Hughes, Andrew Matthews, Eve Silvester, Jenny Stratton, Carole Tan and Steve Walls.

Officers in Attendance: Michelle Temple, Administrative Services Manager and Acting Town Clerk, Kelly Warren, Administrative Services Officer and Committee Clerk and David Williams, CCTV Supervisor.

QUESTION TIME

A number of residents were in attendance and spoke on their concerns and disgust over the proposals at Jubilee Lake. The Mayor informed those in attendance that the Jubilee Lake consultation item will be moved from item 18 to item 11.

15. APOLOGIES

Apologies were received from Councillors Sandra Brinkley, Steve Watts and Wiltshire Councillor Mary Champion.

16. 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 no Declarations of Interests were made.

17. MAYOR'S COMMUNICATIONS

- The Mayor advised the Council that the lease for Unit 1 Merchants House was missing from the agenda. An extraordinary meeting of the Full Council will be arranged urgently for the lease to be ratified.
- Attended the opening of the extension to Mydentist in Borough Fields in the morning of 8th July 2021. The dental practice can take on more patients now. Thoroughly enjoyable event.

18. WRITTEN REPORTS

A written report was received from James Gray MP, copy previously circulated.

Councillor Steve Bucknell gave the following verbal update as Wiltshire Councillor for the East Ward.

- Planning Application for dwellings at the Country Park has not yet been determined. As objections were received by statutory consultees the applicants are given an opportunity to satisfy the objections raised. It could still be several months before determination.
- Some work has started at the Country Park which is not fit for purpose. Wiltshire Council to take enforcement action over s106 agreement if the Country Park is not delivered. There is a reluctance to hand the park over to the Town Council or Wiltshire Council as it requires Wainhomes to pay £270K which Wainhomes do not want to pay and will therefore use their management company.
- There have been pavement improvements around Woodshaw. People are encouraged to use the My Wiltshire reporting app to report trip hazards on pavements, potholes and streetlights etc.

19. MINUTES

RESOLVED to approve minutes of meetings of the Council held on Thursday 25th March 2021 [RWBTC/11/2020-2021] and Thursday 20th May 2021 [RWBTC/1/2021-2022]. Copies previously circulated.

20. AMENITIES COMMITTEE

RESOLVED to note the reports on meetings of the Amenities Committee held on Thursday 20th May 2021 [A/1/2021-2022] and Thursday 10th June 2021 [A/2/2021-2022]. Copies previously circulated.

21. REVENUE AND RESOURCES COMMITTEE

RESOLVED to note the reports on meetings of the Revenue and Resources Committee held on Thursday 20th May 2021 [R&R/1/2020-2021] and Thursday 24th June 2021 [R&R/2/2021-2022]. Copies previously circulated.

22. PLANNING COMMITTEE

RESOLVED to note the reports on meetings of the Planning Committee held on Thursday 20th May 2021 [P/1/2021-2022], Thursday 10th June 2021 [P/2/2021-2022] and Thursday 24th June 2021 [P/3/2021-2022]. Copies previously circulated.

23. NEIGHBOURHOOD PLAN

RESOLVED to note the report on meetings held on Tuesday 23rd March 2021 and Thursday 3rd June 2021. Copies previously circulated.

24. MANOR HOUSE SUB COMMITTEE

RESOLVED to note the report on the meeting of the Manor House Sub Committee held on Tuesday 29th June 2021. Copy previously circulated.

25. JUBILEE LAKE CONSULTATION

The Council received a report from Gill Welsman-Clarke, Administrative Services Officer, copy previously circulated. The report included the results from the recent public consultation on the proposed project at Jubilee Lake and a detailed comment

from a local resident concerning the legal issues that affect Jubilee Lake and future development.

The Council discussed the proposals in-depth and agreed to vote on each proposal individually.

1) ANPR Cameras

RESOLVED to look at this proposal for all Town Council owned car parks.

2) Boating

RESOLVED to not proceed with this proposal of boats on the lake.

3) Forest Schools

RESOLVED the following:

- More information is required as to how they are run.
- To engage with the landowner of the woodland area to see if there were opportunities to educate schools on the protected ancient woodland.
- To engage with the Royal Wootton Bassett Environmental Group for their expertise.

4) Great Outdoors

RESOLVED to not proceed with this proposal at Jubilee Lake but to investigate into other areas of land within the parish.

5) Mini Golf

RESOLVED to not proceed with this proposal at Jubilee Lake but to investigate the viability of other land owned by the Town Council.

6) Shelter Building

RESOLVED to not proceed with this proposal at Jubilee Lake.

Members also discussed the comments from the consultation and to look into the possibility of looking at work to enhance the amenities at the lake. It was noted that café owners are looking to refurbish the front of the café.

26. WORKING GROUPS

a) The Council was asked to establish an Allotment Working Party and appoint 3 members to work alongside the Allotment Officers and the Allotment Committee.

RESOLVED to appoint Councillors Rob Anstee, Pat Farrow and Nic Hughes.

b) The Council was asked to appoint members to the Police and Community Safety Liaison Working Group.

RESOLVED to appoint Councillors Andrew Matthews and Pat Farrow as Deputy.

c) The Council was asked to appoint members to the Bicycle Facilities Working Group.

RESOLVED to appoint Councillors Paul Heaphy, Andrew Matthews and Steve Walls.

27. TO ANSWER ANY QUESTIONS

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

28. CCTV REPORT

Members received the Annual CCTV report from Dave Williams, CCTV Supervisor, copy previously circulated.

RESOLVED to note the report and members passed on their gratitude to Dave and his team of volunteers.

29. FREEDOM OF THE TOWN EVENT

Michelle Temple, Administrative Services Manager provided a verbal update. The event is to present Johnathan Bourne with the Freedom of the Town. The service which will be similar to Mayor Making is to be held at St Bartholomew's Church on Thursday 29th July 2021 at 7pm.

30. REPLACEMENT POPPY

Michelle Temple, Administrative Services Manager provided a verbal update. The covenants on the land are being looked into by Wiltshire Council and Bevirs Law. The 2 groups have been spoken to and sent the Town Council donation policy form for completion.

Members were in agreement that timescales to return the completed forms be imposed.

31. DEEDS AND TRUST INSTRUMENTS

The Council was asked to note the updated Land Terrier detailing the Deeds and Trusts held by the Town Council, copy previously circulated. The public copies can be found on the Town Council website.

RESOLVED to note the Land Terrier.

32. INTERNAL AUDIT REPORT

The Council received a report from the Council's Internal Auditor, in respect of internal audit work carried out on 6th May 2021. Copy previously circulated.

RESOLVED to note the report.

33. CATG REQUESTS

Currently requests for highways improvements sent to Wiltshire Council as the highways authority, are immediately referred to the relevant Parish or Town Council, who are asked to consider whether they support the request and if so, pledge funding towards those works.

The request is then forwarded to the Community Area Transport Group (CATG) who in conjunction with Highways Engineers and Parish and Town Council representatives, will prioritise the schemes against the funding available.

The Council has received the following Highways Improvement requests, copies previously circulated. Members were asked to note that 3 requests have been received for the same issue at Hunts Mill Road. The Council was asked to consider approval of each one individually.

- 1) Size/ weight/ length limit of vehicles turning from the A3102 (Hunts Mill Road) into the farm track.

RESOLVED to support the request and put forward to the CATG.

- 2) Consideration of footpath link between the public right of way from Marlowe Way to Swindon Road, to end of an existing footway which runs through to the pedestrian entrance to Aldi.

RESOLVED to support ways to improve safe pedestrian access to Aldi by the public right of way put forward above and suggest that CATG also look at the viability of providing a footpath link into the back of Aldi's carpark from the land owned by the Town Council.

34. GRANT AT MEMORIAL HALL TRUST

At the Memorial Hall Trust meeting on Thursday 10th June 2021 the Trust RESOLVED to seek funding for the floor refurbishment and painting works.

The Council was asked to consider making a grant of £25,000 to the Wootton Bassett Memorial Hall Trust to pay for these works and general upkeep of the hall. Quotes previously circulated to members. The grant funds would come from the Community Infrastructure Levy payment received in April 2021.

RESOLVED to approve the grant of £25,000 to the Wootton Bassett Memorial Hall Trust.

35. MURAL AT POCKET PARK, SPARROW LANE

The Council received an update from Michelle Temple, Administrative Services Manager regarding the mural being painted at the Pocket Park, Sparrow Lane. A copy of the design was previously circulated.

RESOLVED to correspond with the artist to advise that Members felt as works had not begun at the Pocket Park, it was not the right place for the mural but will look for somewhere where more people can view it.

The Pocket Park working group to look into holding a competition from school children and residents for artwork once the works have been completed.

36. 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:

- Freedom of the Town event for Johnathan Bourne
- Outcome of the Jubilee Lake consultation
- Update on Replacement Poppy

37. 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.

COUNCIL IN PRIVATE SESSION

38. RECRUITMENT OF A CARETAKER

RESOLVED to proceed as per the proposal. Councillor Josie Holloway to liaise with the Administrative Services Manager on this.

Meeting closed at 9.39pm