

RWBTC/10/2021-2022

3rd February 2022

ROYAL WOOTTON BASSETT TOWN COUNCIL

Minutes of a meeting of Royal Wootton Bassett Town Council held on Thursday 3rd February 2022 at 7.00pm at Manor House, Lime Kiln SN4 7GJ.

PRESENT Councillors: Sandra Brinkley, Pat Farrow, Paul Heaphy, 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 and Kelly Warren, Administrative Services Officer and Committee Clerk.

QUESTION TIME

No members of the public were present.

104. APOLOGIES

Apologies were received from Councillors, Rob Anstee, Steve Bucknell, Michael Cotton, Josie Holloway and Steve Watts.

105. 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.

106. MAYOR'S COMMUNICATIONS

The Mayor spoke on the WBLOS performance of 'Snow Queen' which he enjoyed. The Mayor advised on the upcoming events and gave an update from the Neighbourhood Plan.

107. WRITTEN REPORTS

No written reports were received. Councillor Nic Hughes gave a verbal update from the recent Area Board meeting. The Area Board has funding available for local community groups and charities who need funding for a project and can match fund. If Councillors are aware of any groups, they are to encourage them to make an application to the Area Board.

108. MINUTES

RESOLVED to approve minutes of meetings of the Council held on Thursday 9th December 2021 [RWBTC/7/2021-2022], Thursday 6th January 2022

[RWBTC/8/2021-2022] and Thursday 20th January 2022 [RWBTC/9/2021-2022].
Copies previously circulated.

109. AMENITIES COMMITTEE

RESOLVED to note the report on a meeting held on Thursday 6th January 2022 [A/5/2021-2022]. Copy previously circulated.

110. REVENUE AND RESOURCES COMMITTEE

RESOLVED to note the report on a meeting held on Thursday 20th January 2022 [R&R/5/2021-2022]. Copy previously circulated.

111. PLANNING COMMITTEE

RESOLVED to note that no meetings have been held since Thursday 4th November 2021. A meeting is to be arranged to sign off planning schedule with “no objections”.

112. NEIGHBOURHOOD PLAN

RESOLVED to note the report on a meeting held on Wednesday 8th December 2021. Minutes previously circulated.

113. MANOR HOUSE SUB COMMITTEE

RESOLVED to note the report on a meeting held on Tuesday 2nd November 2021. Minutes previously circulated.

114. ALLOTMENT SUB COMMITTEE

RESOLVED to note the report on a meeting held on Tuesday 9th November 2021. Minutes previously circulated.

Members asked that we promote the works that have been completed at the allotment with photos.

115. TO ANSWER ANY QUESTIONS

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

116. BANKING REPORT

The Council received a report from Kalpesh Patel, Accountant and Acting RFO. Copy previously circulated.

RESOLVED to proceed with the recommendation of moving the Council banking facility from HSBC Bank plc to Lloyds Bank plc.

117. CATG REQUESTS

Currently requests for highways improvements sent to Wiltshire Council as the highway’s 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 received the following Highways Improvement requests, copies previously circulated. The Council was asked to consider approval of each one individually.

- 1) Request for a pavement extension from Broad Town Road out to Royal Wootton Bassett.

RESOLVED to not progress this request due to the viability and funding constraints.

Councillor Sue Hughes abstained from the vote due to her interest as a Broad Town Parish Councillor.

- 2) Request for parking restrictions at Eastwood Avenue onto Clarendon Drive junction.

Members agreed that this was a serious issue. Cars park along these roads obscuring visibility, cars are being parked on pavements and opposite the junctions raising serious concerns to the safety of pedestrians, mainly school children.

RESOLVED to progress this matter to the CATG but to include the following:

That CATG undertake a site visit with the Head of Noremars Junior School, the Police and Steve Hind at Wiltshire Council and to carry out a review of the parking of all the roads around the vicinity of Eastwood Avenue, Clarendon Drive and Washbourne Road especially at school drop off times, with a view to improve parking.

Councillor Sue Hughes to send photos to Kelly Warren, Administrative Services Officer to send to CATG.

- 3) Request for a less obtrusive sign and no large vans parking on Beamans Lane exiting onto the High Street, as vision is impaired.

Councillor Andrew Matthews advised that any new signs now go through a separate process to CATG and Town Councils are to fund the cost.

RESOLVED to contact Martin Cook at Wiltshire Council to seek advice on whether 2 planters can be placed in the layby to stop parking on the double yellow lines.

118. MEMORIAL BENCHES - MALOWE WAY, STONEOVER LANE

The Carnival Committee made a request to the Full Council on 7th October 2021, seeking approval for a bench placed in memory of Chris Wannell.

Council agreed that this was a lovely idea but RESOLVED to ask the Carnival Committee to approach the Wannell family to seek confirmation where they would like the bench situated.

The Carnival Committee approached the Wannell family and have suggested placing two benches in memory of Chris Wannell and George Scarrott at Marlowe Way, near Stoneover Lane. Copy of map previously circulated.

This grassland is owned by Wiltshire Council and their policy is to issue licences directly with the Town Council instead of community groups for these reasons:

- Community groups are varied and people who are on committees change over frequently
- In issuing to the Clerk to the Town/Parish Council we have one main point of contact
- The land itself may at some point form part of an asset transfer direct to the Town or Parish Council

The Council's instructions were sought.

RESOLVED to agree in principal but to clarify with the Scarrott family that they are happy with the proposal.

119. CALENDAR OF MEETINGS

The Council was asked to adopt the calendar of meetings for 2022/2023 civic year, with the amendment to the Appointment of Committee date from 12th May 2022 to 26th May 2022. Revised copy previously circulated.

RESOLVED to adopt the revised date and to review the January 2023 Amenities date.

120. COMMUNICATIONS

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

RESOLVED to issue the following communications:

- Works completed at the allotments with photos
- Available Area Board funding

121. 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

122. COUNCILLOR SABBATICAL LEAVE

Councillor Steve Watts sabbatical is coming to an end on 28th February 2022.

RESOLVED to extend Councillor Steve Watt's sabbatical by a further 6 months.

123. ALLOTMENT LAND FOR SALE

Councillors Steve Walls, Steve Bucknell and Michelle Temple, Administrative Services Manager and Acting Town Clerk visited the site with the landowner. Councillor Steve Walls gave a verbal update on the potential costs and the condition of land. The Council was asked instructions on whether to proceed with the purchase.

RESOLVED to not proceed with the purchase due to the cost and the extent of works that would be needed to bring the land up to the standard for allotments.

124. FORMER WILTSHIRE COUNCIL DEPOT LAND FOR SALE

Councillor Steve Walls and Michelle Temple, Administrative Services Manager and Acting Town Clerk gave a verbal update on a recent virtual meeting with Wiltshire Council regarding the former Wiltshire Council depot, situated at Marlborough Road.

RESOLVED to proceed with the recommendation.

125. RECRUITMENT OF TOWN CLERK – NEW ROLE

A verbal update was given by the Personnel Sub Committee.

RESOLVED to proceed with the recommendation.

Meeting closed at 8.14pm