

Royal Wootton Bassett



Royal Wootton Bassett Town Council
Annual Report
2021/22

Contents

Town Clerk and Mayor Reports	2-5
Royal Wootton Bassett Town Council.....	6-12
Town Crier.....	13-14
Amenities	15-22
Communication	23-24
Community Safety	25-26
Planning	27
Revenue and Resources	28-35

Town Clerk Report



This year we have slowly but surely started getting back to normal life after the Covid-19 Pandemic.

I would like to share some of the Town Council achievements during the past year, which our Mayor, Council members, Officers and Grounds Team take pride in delivering to our town.

As trustees for the Memorial Hall, we opened the hall to floods of bookings. This was the start of life getting back to normality.

Our grounds team have been taking pride in maintaining the allotment site, which is starting to take shape.



In May 2022, we welcomed 8 newly elected Town Councillors, who have settled in to representing the residents of our town.

Royal Wootton Bassett Academy, year 11's got stuck into 'The Right Royal Clear up' project, working alongside our grounds team at various sites around the town. A great day was had by all.

The updating of our Neighbourhood Plan, it is in full swing, with the help from members of the community, Councillors and officers.



In July 2021, a small ceremony was held for our first Freeman of the Town, presented to Johnathan Bourne. This was well deserved, after retiring from his role of Town Clerk for 32 years, for giving great service to the Town.

Towards the end of 2021, the Town came together at the War Memorial , to remember our fallen.



With the restrictions easing, we were able to organise the 2021 Christmas Lights & Shopping Evening in December 2021. It was very well attended, bringing the community together.

The town has shown the true meaning of community spirit, with volunteers coming together to help fundraise for the people of Ukraine. Also the marvelous support from the RWB Helpers, volunteers helping those in need through the pandemic.

Royal Wootton Bassett is a town that comes together through the good and bad times.

Michelle Temple

Administrative Services Manager and Acting Town Clerk
Royal Wootton Bassett



A few words from Mayor Steve Walls



As I write this, the war in Ukraine is continuing with the civilian population of the country suffering to an unimaginable extent. We had all thought this type of behaviour by tyrants was left behind in the last century and the town's population reacted as I expected. Offers of support to refugees, events raising funds and of course flying the Ukrainian flag. I attended the charity auction on 2 March 2022. A wonderfully well organised event with over 150 donations of auction items from individuals and businesses and organisations which raised over £3500. The town is a wonderful community whose activities were greatly curtailed by Covid but we hope will soon be back to normal.

My mayoral year commenced with remote meetings or socially distanced ones which were never really satisfactory. It was unfortunate that the Mayor Making could not have the normal representatives of family and friends. However, things started to get back to normal, notably the Civic Service where we were entertained by a children's choir and awarded certificates to representatives of organisations that supported the community so well during the pandemic.

On remembrance Sunday we had a service at the war memorial with representatives from youth groups, the British Legion and other organisations in attendance as usual. This was a change from having the service in the church and it seemed to work well. It enables the uniformed organisations to get together and march down the High Street as they traditionally did in the past.

At the start of my mayoral year, events included a ceremony at Lyneham to mark the 10th anniversary of the ending of the repatriations and a charity football match between Wootton Bassett Town and RAF teams.

Because of the Covid restrictions many organisations were not able to run their normal events. It was so pleasing to attend the first performance for two years of the Royal Wootton Bassett Orchestra plus the Cantantini choir performing with the audience realising how much

it missed live music. Also, I was very pleased to attend the orchestras recent Celtic Connections concert and the talent within the orchestra continues to amaze me.

A visit to the flower club, for the second time (the first being 26 years ago when I was last Mayor), and to WBOLOS and the Clarendon Players are regular highlights for the Mayor. They managed put on brilliant performances despite postponements and cast members going down with covid. Another highlight was the arts festival with a wonderful range of talent from local people.

The town businesses suffered from covid but I am confident that the strength of the local economy will see us through. Two businesses, Crumps and Cloth of Gold were awarded certificates by the Chamber of Commerce to mark their success in attracting custom to the town over the last year. The vibrancy of the town's economy was assisted by the opening of the Little Gem café (in what used to be the Crafty Coffee Pot). The new owners have produced a very comfortable venue with a range of produce that I recommend you try.

With the retirement of long-standing councillors notably Mike Leighfield and Marion Sweet, there are eight new councillors out of sixteen on the Town Council. Over the last year the council has taken over responsibility for the Memorial Hall, (which is now a trust run by the Town Council), and the allotments, which a great deal of work has gone into them. The allotment holders should benefit from the work the council staff have carried out. The major project for the foreseeable future is Manor House from which the council intends to provide a Council Chamber and other facilities for the town. This is a big project which will take a bit of time. There will also be further responsibilities for the Town Council when some of Wiltshire Council's responsibilities are devolved to the Town Council but I am certain the council will manage these very efficiently.

I must pay tribute to the staff who have coped exceptionally well over the last few years. Led by Michelle Temple and Kalpesh Patel, they have managed the town through the departure of the Town Clerk, the Covid restrictions, staff sickness and other issues such as the new duties as detailed above, with efficiency, dedication and great good humour. We look forward to more settled times.

Finally, I also pay tribute to a couple of people we lost during the year, Mary Harrison and Dave Taylor who were such stalwarts and contributed much to the town. I know we will miss them and their contribution to the life of the town.

Mayor - Councillor Steve Walls

Royal Wootton Bassett Town Council

The Town of Royal Wootton Bassett has an estimated population of over 12,000

- Royal Wootton Bassett is represented by 16 Town Councillors split into 3 wards, South & West, North and East.
- In 2021/2022, Royal Wootton Bassett Town Council employed 11 Full Time and 5 Part Time Staff.

Corporate aims and objectives

The Council's aim is to promote Royal Wootton Bassett as an independent and vibrant community.

Royal Wootton Bassett Town Council's commitment to residents is to be a forward thinking organisation, provide effective leadership for the town.

The Town Council seek to offer:

- Quality services, founded on community involvement and responsive to the town's needs;
- Support its staff and value them in delivery of services to residents;
- Through effective leadership and quality of service provision, the Town Council will promote a sustainable and balanced future for the town.

Royal Wootton Bassett Town Council

Council Meetings

The Council has a number of committees, in 2021/22, the committees met 33 times and are broken down as follows:

Committee group	Number of meetings
Full Council	11
Revenue and Resources	6
Amenities	6
Planning	8
Town Trust	2
Annual Town	0

Items Discussed	2021/2022
Full Council	77
Revenue and Resources	34
Amenities	26
Planning	23
Town Trust	4

Royal Wootton Bassett Town Councillors

The Town Councillors are elected to represent one of three wards in the town. Councillors are elected to serve a period of four years. The last election was held on 6th May 2021. The next elections will be held in 2025.

Your South & West Ward Councillors

Cllr Josephine Holloway

07824 044042
josephineholloway@
royalwoottonbassett.gov.uk



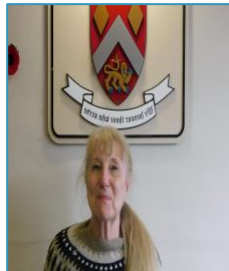
Cllr Paul Heaphy

07896 305861
paulheaphy@
royalwoottonbassett.gov.uk



Cllr Carole Tan

01793 854464
caroletan@
royalwoottonbassett.gov.uk



Cllr Sue Hughes

01793 323351
suehughes@
royalwoottonbassett.gov.uk



Cllr Eve Silvester

07919 624090
evesilvester@
royalwoottonbassett.gov.uk



Cllr Michael Cotton

01793 285506
michaelcotton@
royalwoottonbassett.gov.uk



Your North Ward Councillors

Cllr Rob Anstee

01793 670822
 robanstee@
 royalwoottonbassett.gov.uk



**Cllr Steve Walls
 MAYOR**

01793 631448
 stevewalls@
 royalwoottonbassett.gov.uk



Cllr Sandra Brinkley

07944 415437
 sandrabrinkley@
 royalwoottonbassett.gov.uk



Cllr Nic Hughes

01793 323351
 nichughes@
 royalwoottonbassett.gov.uk



Cllr Jenny Stratton

01793 850310
 jennystratton@
 royalwoottonbassett.gov.uk



**Cllr Pat Farrow
 (Acting)DEPUTY
 MAYOR**

01793 849486
 patfarrow@
 royalwoottonbassett.gov.uk



Your East Ward Councillors

Cllr Steve Bucknell

01793 854421
stevebucknell@
royalwoottonbasset.gov.uk



Cllr Steve Watts

Currently unavailable



Cllr Fiona Holness

07833 683444
fionaholness@
royalwoottonbasset.gov.uk



Council Staff

Officers for the period of this annual report were:

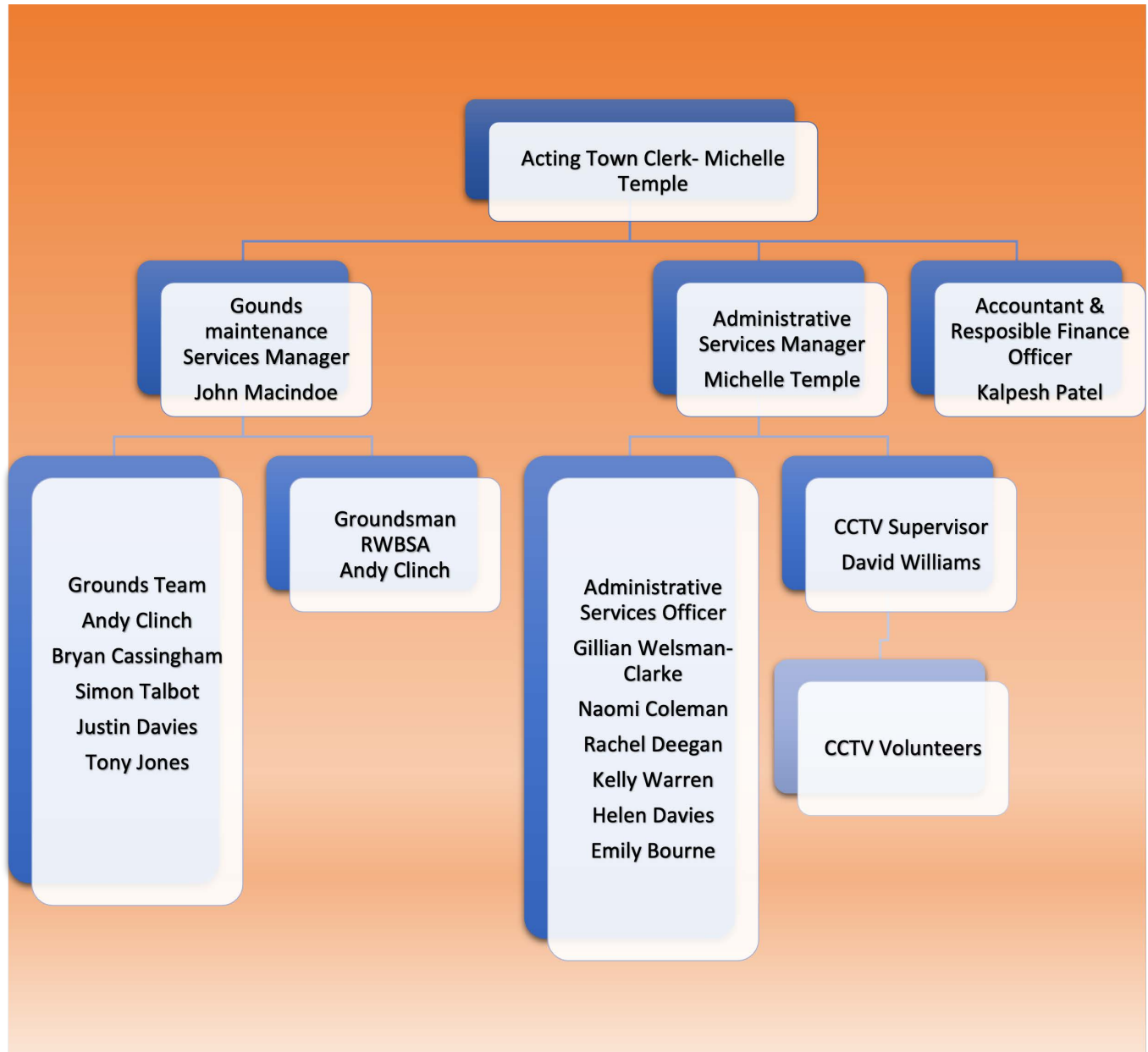
- Town Clerk - Steve Nash - July 2021
- Acting Town Clerk - Michelle Temple August 2020 – present
- Administrative Services Manager - Michelle Temple
- Administrative Services Officers – Naomi Coleman, Rachel Deegan, Kelly Warren, Gillian Welsman-Clarke, Helen Davies, Emily Bourne
- Accountant and Acting Responsible Finance Officer – Kalpesh Patel August 2020 - Present
- Community Project Officer – Joshua Toll – Oct 2021
- CCTV Supervisor - David Williams
- Head of Ground Staff - John Macindoe
- Ground Staff – Bryan Cassingham, Simon Talbot, Justin Davies, Tony Jones, Jack Hayward
- Head of Ground Staff RWB Sports Association – Andy Clinch

Farewell and thank you to:

- Town Clerk - Steve Nash
- Community Project Officer – Joshua Toll

Staff Structure

Royal Wootton Bassett Town Council Staffing Structure



Town Crier

Royal Wootton Bassett's Town Crier & Sword-bearer, Owen Collier has held the position for over 20 years and is often seen accompanying the Mayor on civic and ceremonial occasions.

You will often find the crier in the High Street promoting the Market, Town Museum, local Community Groups and Businesses.



Due to the Coronavirus outbreak and lockdown announced on 6th January 2021, there has been a lack of opportunity to carry my normal duties until restrictions were lifted on 18th July 2021.

I made my first appearance in the High Street on Wednesday 21st July 2021 and was present at the last ever Farmers Market that following Saturday Morning on 24th July 2021.

I would like to thank the previous owners of "The Crafty Coffee Pot" Jack and Jasmine following Allan, Rita, Sarah and John for allowing the Town Criers trophies and cups to be displayed there for many years. They are now deposited and on loan to the Town Museum.

On 28th July 2021, I was delighted to welcome a coach party to the town for a Historic Buildings and Heritage Tour of our town that was followed by a cream tea at The Angel Hotel. Donations were made and £97.00 was raised for the Mayor's charity.

There have been very few Town Crier Competitions taking place in 2021. Even The Ancient and Honorable Guild of Town Criers Championship due to be held in Helmsley Castle, North Yorkshire was cancelled.

I was Awarded my Past Chairman Badge from the Ancient & Honorable Guild of Town Criers Guild in February 2022 this year. With the post coming up for re-election, I decided not re-stand.

In March 2021, I was made a “Master of The Guild of Macebearers” a life-time membership Award for my time serving on the Guild Council as Bursar and Membership Secretary for many years.

In the meantime, I would like to thank the University Hospitals in Bristol for the treatment and care that I have recently received. Special thanks to Mr Phillip Clamp Neurosurgery , and Dr Allison Cameron Neuro Oncology .

Although not fully recovered at present the signs were promising that the tumour has not grown any more , there has been a very slight reduction in size of around 1mm and in the Nuro Oncologist terms ‘at Sleep’ presently.

I have now been referred to the Great Western Hospital in Swindon for ongoing treatment .

Owen Collier



Amenities Committee

Chairman: Sue Hughes

From Brexit, to Covid, to the War in Europe as well as our own staff and councillor changes, being a volunteer Town Councillor and Committee Chair has never been so challenging.

Decision making has been tough. When do we commit to funding much loved events or to hold back and keep people safe? When do we spend on local facilities in the light of rising costs, reduced budget and reduced supply, and conversely when do we hold funding in reserve for future need? Do we initiate things which rely on community volunteers, when really, we know that there are few volunteers? How do we go forwards?



Case in point, was the High Street Christmas Lights 2021. Every year before the pandemic this was a forgone conclusion. Work and budget began in January and it's all in place by December. It was a steadfast feature, bar a few changes. But, in 2021 the Amenities Committee met four times regarding the budget, to agree to spend and do a little more each time. And even though we successfully ran the event, a further wave of covid closely followed just a few short days later.



With a view to Her Majesties Diamond Jubilee, Members we were no less cautious, from the outset of our initial meeting in June 2021. Then, Councillors were requested to bring forth ideas that they would then lead on implementing. With caution still top of mind, just four comparatively simple ideas were put forward. For the Military Parade it turned out that the forces were needed elsewhere. For the Art Trail funding was only to be provided to charities and community groups off which we are neither. For extensive tree planting for the Queen's Canopy further planning would be needed, but the commemorative tree planting we have managed for the Jubilee Weekend. Notably, even the very much simple sounding traditional beacon lighting has been a wash with health and safety requirements and costs, such as to hire Cherry Pickers to prepare the basket!



Even now close to the end of May 2022, we know that our residents are under significant and growing financial pressure with recent council tax rises, supply issues, inflation, high petrol prices, increased interest rate rises and most notably the rises in the energy price caps that could take bills for average households close to £3000 a year. Our residents do not all have money to spend on attending grand events, regardless of their love, admiration and gratitude for our steadfast and long serving Monarch. In reality, we all know that the world is changing, in a most uncomfortable way.

So, on Amenities, in this time frame, we've done what we can as volunteers. What we believed was best at the time for our residents within the requirements of what we do, with our limited resources, given reduced staff/councillor/volunteer availability and the below list is what we have managed to achieve:

- Accepted a quote to progress repairs to the Otter Way Park footpath.
- Resolved to purchase a refurbished second-hand electric truck to help with safe lifting in the workshop.
- Ensured that required ROSPA checks have been completed on all of the Town Council owned Play Areas.
- Set aside c.£20k for the refurbishment of the Jubilee Lake Activity trail and its nature reserve signs.
- Raised funds to secure the future of the Kingfisher at Jubilee Lake and support to have the artwork repaired following its tragic vandalism.
- Refurbished and repaired the town clock, positioned on the outside of Old Bank Antiques.
- Negotiated the challenges presented by the Covid 19 Pandemic in order to safely run Christmas Lights in 2021 and to progress plans for the same in 2022.
- Worked with the local Eco group and residents to enable re-wilding at the Jacqui Woolford Memorial Ground in a way that will support a variety of residents' needs.

- Funded and developed Youth provision for 11-19s (up to 25 with SEND), to now include a local, safe, indoor space.
- Updated Cemetery policy to change the Grant of Right period to 40 years for all new purchasers of the Grant of Exclusive Right of Burial.
- Created and approved new policy regarding the allocation and placement of dog waste and salt bins, in order to allow officers to most quickly expedite new requests.
- Approved the budgets for 2022/2023 in order to fund the work of the council in this area.
- Approved the budgets for 2022/2023 in order to fund the work of the council in this area.
- Welcomed, explored and begun to deliver plans to mark the Queen's Platinum Jubilee which will include:

- o The planting of a signature Oak tree at the top of Marlowe Way.
- o Tree planting in multiple locations as part of the Queen's Canopy initiative.
- o Theming the hanging baskets in white and purple.
- o Planting a special commemorative bed at Marlowe Way.
- o Purchasing and Flying the Jubilee Flag on the town's flag pole.
- o Ceremonial lighting of the Beacon at the Rugby Club.
- o Encouraging High Street shops to decorate in white and purple and supporting this with matching bunting.
- o Investments in signage and play equipment at Jubilee Lake.
- o Supporting the promotion and participation in national commemorative events such as the Big Jubilee Lunch (picnic) and Let's Create art trails.

Those looking for more, may like to note that around 80% of Wiltshire seats go uncontested for local elections due to many being unable or willing to undertake these extraordinary roles and the concern about how they may be challenged by others. Further, that whilst members of the public are free to attend meetings, few rarely do.

As councillors we understand, because we too all live lives of pressure at work, caring responsibilities, children, the cost of living and other volunteering roles, but there does now need to be understanding amongst all, that with less resources, less volunteers, less standing for office and life becoming more challenging, that what can be provided by the few can only become less than before.

Downs View Cemetery

The Cemetery continues to be maintained by Royal Wootton Bassett Town Council staff.

After significant works were carried out to last year to improve the pathways, parking and turning on site to make the area more accessible. Work has now started on the new cremation area, the first phase is complete.



Burial and Interments	
2018/2019	
Ashes interments	13
Burials	21
2019/2020	
Ashes interments	16
Burials	24
2020/2021	
Ashes interments	26
Burials	23
2021/2022	
Ashes Interments	32
Burials	22



Jubilee Lake

Jubilee Lake is an area of ancient woodlands and flower-rich meadows located north east of the town, just over a mile from the main High Street. Following extensive work at the lake during the Queen's Silver Jubilee in 1977, Jubilee Lake was designated as a Local Nature Reserve in 2007. It is one of over 1280 Local Nature Reserves in England, which together make an important contribution to England's biodiversity.



Significant and very necessary drainage works have now been completed underneath the car park at Jubilee Lake, which ensure the car parks longevity. Resurfacing and repainting of the parking areas has also taken place and the gridlock system previously used reclaimed for another day. Notably residents' issues around the Disabled Parking bays have also been taken up, with a variety of options to better support them.

Another project that has started is the refurbishment of the Jubilee Lake Activity Trails, although in its early stages, we are excited to see the end results and hope that visitors to the lake enjoy the trail. Photos show the existing signs.



With pathways to look at and drainage issues to resolve, the Council has now purchased a mini digger to speed and lower the cost of needed works across our parks.



Jubilee Lake Tea Room is situated next to the playpark by the main entrance of the Lake. The opening times are Thursday – Sunday from 10am -4pm (during the Summer, Wednesday's as well) their Facebook page will keep you updated with additional times.

The Tea Room has a great look, brightly coloured and bijou.

Maxine the owner, makes you feel instantly welcome.

Food is locally sourced, the Bacon comes from Crumps the butchers, eggs from Kate at Brinkworth Farm, Kath from Delicious Delights supplies the caramel shortbread, Maxine



makes the brownies and flapjacks. Marshfield Farm supply the mini tubs of ice-cream. Home-made cakes (see photo below) sourced from 'made by Jo' are different every day and they always stock a vegan choice. Check the facebook page to see what todays specials are.

<https://www.facebook.com/Teaatthepark/>



Open Spaces and Play Areas

The Town Council Grounds Team continues to provide a top up to the street cleaning service from Wiltshire Council, to make the town a pleasant place to live.



*John Macindoe
Grounds Maintenance Services
Manager*



*Andy Clinch RWBSA
groundsman*



Bryan Cassingham



Justin Davies



Simon Talbot



Tony Jones



Jack Hayward

This year they welcomed Jack to the team.

They go about their routine tasks of keeping the cemetery tidy, ensuring the play areas are clean and fit for purpose, grass cutting in numerous areas around the town, as well as Summer and Winter planting schemes, planting the large number of flower beds and roundabouts in and around the town. The Grounds team provide invaluable support at Town Council events, from early in the day, to last thing at night.



RWBTC PLAY PARKS

Royal Wootton Bassett has 7 children's play parks which are owned and maintained by the Town Council. Every year the play parks are inspected by ROSPA (The Royal Society for the Prevention of Accidents) to ensure the parks are safe and maintained to the highest standard. Our grounds team visit the play parks twice a week to inspect the equipment and more so during busy periods, particularly during the summertime and school holidays. Most play parks have CCTV coverage.

Our play parks are as follows:

Old Court Play Area

Show Field Play Area

Woodshaw Park

Poets Park Play Area

Otter Way Play Area

New Road Park

Jubilee Lake Play Area



There is also a nature reserve and memorial Park

Jacqui Woolford Memorial Park

It has been good to see the plans for the Wildlife area continue to develop and evolve thanks to the community initiative who have been working very closely with the council and who have set up the Charity Incorporated Organisation for the Community Nature Reserve.

Communication

The Tourist information point is based in the Town Council office at 117 High Street, Royal Wootton Bassett. The Information Point aims to deal with enquiries from the public directly or ensure they are passed onto the relevant authority on whatever subject, whether it is related to local government issues or not.

There is a large selection of local and national tourist attraction brochures as well as the Town Guide, Community magazine, Royal Wotton Bassett and Lyneham Advertiser, walking guides, a nature trail around Jubilee lake and lots more.

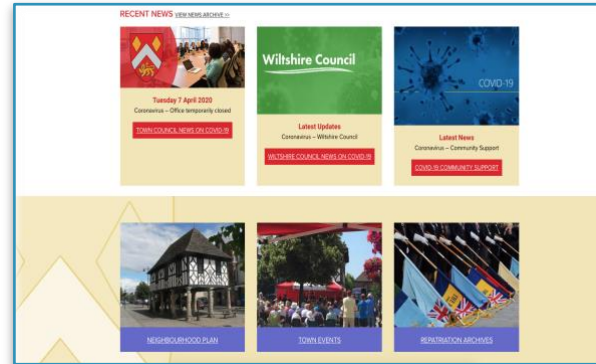
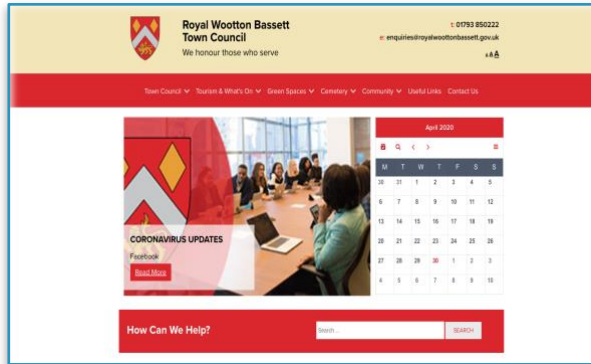


The Tourist information point also has a local events board, where we can display 'what's on'. Local groups ask us to advertise their events free of charge, which are also posted on our social media, web page and displayed around the town in our 7 notice boards.



Website and Media

An important tool the Town Council uses to engage and inform residents, is the website and our Facebook, Instagram, Twitter and LinkedIn page with Officers Gill Welsman-Clarke and Rachel Deegan tasked on keeping both of these platforms up-to-date.



Statistics		
Total Followers	Facebook	2739
	Instagram	389
	LinkedIn	365

The most popular page throughout the year was the flying of the Ukrainian flag on 14th March 2022 with 4032 people reached .

FLYING THE UKRAINIAN FLAG

Royal Wootton Bassett Town Council unanimously agreed to fly the Ukrainian Flag from the flagpole in the High Street.

Royal Wootton Bassett like much of the rest of the world is solidly behind the brave people of Ukraine who are resisting a devastating invasion by its much larger neighbour Russia. The devastation and loss of life in the country is heart-breaking and hope this will soon stop, and Ukrainians can return to a peaceful life that they lived in a democratic country before this totally unwarranted attack took place. This makes us realise how lucky we are in this country to live a safe secure life and we send president Zelensky and the people of Ukraine our best wishes. Their bravery and determination are an example to us all.

Cllr Steve Walls

Mayor Royal Wootton Bassett



Community Safety

CCTV

Royal Wootton Bassett was a pioneer within the smaller, more rural towns in Wiltshire and recognized the value of CCTV surveillance within the town at the time, when only the city of Salisbury had a system. In September 2002 after taking advantage of Government funding, a brand new 6-camera system was unveiled by HRH Princess Anne.

The purpose-built control room now accommodates 21 full colour cameras and 1 static camera.

The overall daily management of the CCTV suite is the responsibility of the CCTV Supervisor and an enthusiastic committed team of 17 volunteers.

The hours spent by each operator in the control room vary, dependent upon their own lifestyle and availability. During 2021 operators viewing the monitors completed a total of **3271** hours. An increase of **211** hrs. An average of **63** hours per week. Throughout the year **830** operators attended the suite, an average of **16** operators per week. Throughout the year **598** operators attended the suite, an average of **12** operators a week. Had these volunteers been a charge to the Town Council a cost of around **£31,139** would have been incurred at national minimum wage rates. One operator alone amassed **877** hours, an average of nearly **17** hours a week and continues to do so year in and year out. **All these figures include a 12 week national lockdown.**

In Compliance with Royal Wootton Bassett Town Council's Code of Practice, all potential Volunteer CCTV Operators are required to provide two references and undergo a police check prior to commencing their role. Operators are trained in the use of the CCTV equipment and the relevant legislation, which governs data handling and protection. All Operators have received a copy of Royal Wootton Bassett's Code of Practice, an Operation Manual and have signed a declaration of confidentiality.

CCTV Operators called Police 17 times regarding incidents, compared to 31 times last year.

Police control room called CCTV 12 times regarding incidents compared to 10 times last year.

	2020/2021	2021/2022
CCTV Operator calls to Police	31	17
Police calls to CCTV Operator	10	12
Direct Arrests	3	9

Our objectives for the system for the year were;

- To offer reassurance to the public and create a sense of security and well-being.
- To provide security monitoring of the Town Councils own buildings and assets.
- To support all emergency services, fire, ambulance and police in the deployment and co-ordination of resources.
- To monitor traffic for the purpose of management and enforcement.
- To deter and detect crime and anti-social behaviour.
- To provide evidence to support the police in their prosecution of crime and anti-social behaviour.
- To detect crime and anti-social behaviour.
- To detect and deter Fly tipping.

The immediate future of the Royal Wootton Bassett CCTV system looks to be in good order but an upgrade in equipment should take the system forward for the next 8 to 10 years. With the eventual move to Manor House on the horizon, it would seem to be the optimum time to renew all equipment. Many of the rural towns within Wiltshire appear to be “struggling” to operate a monitored system, not only throughout the evening but also during the daytime shopping hours.

We have a strong nucleus of regular operators and ensures continued cover. We have very few operators who have been around since the very early days of the system and now we have a strong nucleus of new operators and recruitment is ongoing.

A continued upgrading of the system will ensure best quality images to be used as best evidence.

If you have any spare time and would like to support your community as a volunteer, please contact the CCTV Supervisor on 01793 850222.

Planning Committee

Chairman: Councillor Paul Heaphy

Royal Wootton Bassett is a very special place to live. It is also growing, the Town Council Planning Committee's role is to keep a check on planning applications and to forward their recommendations or objections to Wiltshire Council. Wiltshire Council as the planning authority make the final decision.

A planning application is called in when Councillors have concerns about any negative effects the application may have on roads, neighbouring properties or the town in general.



They may also call it in on the concern of a member of the public. The planning committee currently consists of eight Councillors, who consider all applications called into the committee for consideration. Over the last year there have been:

2021/22	
Town Council Comment	Planning Applications
No objection	106
No objection (Concerns raised)	2
Objection	8
Withdrawn	0
Total applications received	116

The Planning Committee meets in addition to a scheduled Council meeting, to discuss any plans that have been called in. People need homes and Royal Wootton Bassett has continued to provide its fair share of these with many new builds. The Planning Committee works hard to ensure that this does not become a free-for-all, overburdening our schools.

Revenue and Resources Committee

Chairman: Councillor Robert Anstee

The Revenue and Resources committee has the duty of vetting all of the Town Councils' finances, both income and expenditure. We hold meetings 5 times a year and regularly attend the other committees also.

We work closely with the other committees ensuring that they work within the budgetary restraints which are set for them at the beginning of the financial year (April to March).

It is the Revenue and Resources responsibility to ensure any capital project that the council wish to embark on is properly resourced and funded.

We have various projects ongoing at present Pocket Park (Sparrow Lane), Manor House refurbishment, which the Town Council will move into and provide meeting rooms for clubs in the town and finally providing facilities for the allotments on Church St.

When setting the precept for the town for the forthcoming year, we work closely with the other committees to set their budgets so that they can maintain and enhance their respective responsibilities.

As the Chairman, I meet regularly with the Town Council and the Town Council's Accountant to monitor how we are progressing during the budgetary year.

Councillor Robert Anstee Chair of the Revenue and Resources Committee.



How your money is spent:

Maintenance and management of - 7 Commercial properties, 2 residential properties, 7 play areas, 1 Memorial garden, Jubilee lake and nature reserve, Allotments, Cemetery, floral displays and trees		
Management of CCTV system	Event management – Christmas tree lights,	Management of public toilets
Consultation and assessment of all relevant planning applications	Administration of burial records, cemetery space, memorials, memorial trees and benches	Administration of a grant aid scheme and CIL allocation
Local communication via the website, social media, the Bulletin and notice boards	Work towards securing external grant funding and implementing new projects	Information about Wiltshire Council services and liaison with Wiltshire Police.
Tourism Information Point		

How the Town Council is financed.

The majority of the Town Council's funds come from a precept, in 2021/22 the precept was £994,067, with Band D charge of £211.62. Other sources of income were rent, cemetery fees, flowerbed sponsorship, bank interest, management fees and Christmas Lights. This income came to £149,538.



Expenditure and Income 2021/22

2021/22 Expenditure – See appendix 1 and 2 for a more detailed breakdown at the end of this report.

PROPERTIES AND BUILDINGS



117 High Street (£29,478)



Merchants House £16,508



Borough fields Toilets (£10,734)

PROPERTIES AND BUILDINGS



Manor House (£35,554)



Allotments (£71,093)

Total Expenditure £130,351

OPEN SPACES, AMENITIES AND CEMETERIES



Play Areas & Open Spaces
(£199,842)



CCTV (£28,930)



Cemetery (£5,624)



Town Activities
(£57,099)

Total Expenditure £291,495

CIVIC, DEMOCRATIC, PLANNING AND ADMINISTRATION



Grants and Museum
(£12,500)



Administration /Democratic
(£141,670)



Corporate Management
(£197,795)

Total Expenditure £351,965

Reserves

The Town Council's general reserves are in excess of £376,273. Earmarked reserves total £1,445,335 (these are set aside for specific projects). The audited accounts to 31 March 2022 will be available from 13th June – 22th July 2022.

Community Infrastructure Levy

In 2021/22 a total of £120,823.27 was received in Community Infrastructure Levy out of which £25,000 was used to improve the Memorial Hall.

Councillor allowances

The Mayor and Deputy Mayor both receive an allowance for civic duties. In 2021/22 this was £4,230 for the Mayor and £500 for the Deputy Mayor. This normally includes the cost of travel expenses to attend functions and events.

Local Council tax /precept for 2021/2022

Councillors made a decision to raise the precept by 0.867% for 2021/2022, the equivalent of £1.81 a year on a Band D house, this is in line with inflation.

Grants Given

The Town Council has supported local voluntary and community groups with £2500 of grants awarded in 2021 -2022. The Revenue & Resources Committee meet bi-monthly and award grants to community groups and other non-profit making organisations who meet the Council's guidelines and criteria. Any group or organisation receiving a grant must benefit the local community. Those assisted were:

Name	Project	£ Received
Royal Wootton Bassett Chamber of Commerce	Discounted Chamber of Commerce membership	£400
Wiltshire Sight	Community Sight Loss Advice Project	£500
Local Youth Network	Funding counselling sessions for 'Project Together'	£600
Wiltshire Citizens Advice	Invested in technology to support their clients	£1000

Royal Wootton Bassett Chamber of Commerce

The Chamber of Commerce supports businesses in Royal Wootton Bassett and the surrounding area and aims to encourage high street business involvement. A grant of £850 was awarded to help offer a discounted annual membership or a fully funded annual membership for the first 10 to 15 businesses who sign up which would remove a financial constraint as businesses open again.

Wiltshire Sight

Wiltshire Sight is the sole provider of face to face support for people living with sight loss in the county and were awarded £500 in grant aid. They currently have 25 clients living in Royal Wootton Bassett and offer support through drop in sessions and home visits as and when required. The Sight Loss Advice Service not only benefits those living with sight loss but also their friends and family.

Wiltshire Citizens Advice

Wiltshire Citizens Advice, an independent charity who provide free, confidential and impartial advise to everyone on their rights and responsibilities and have had to change the way they work due to the impact of Covid-19. The grant will be invested in technology to support client their clients remotely using email and telephone.

Local Youth Network

The Royal Wootton Bassett Local Youth Network exists to serve 13-19 year olds and young people up to 25 who have Special Educational Needs in Royal Wootton Bassett and have received the grant to help towards funding counselling sessions for their 'Project Together'.

The project will bring together resources and skills from a number of organisations in order to provide free Out Reach Youth Work, Indoor Youth Work, indoor social space, professional mental health support, a package of charitable and community support.

If you would like more information about Royal Wootton Bassett Town Council's Grant Aid, including how to apply, you can email enquiries@royalwoottonbassett.gov.uk or call the Town Council office on 01793 850222.

Royal Wootton Bassett Town Council
Income and Expenditure Account (Unaudited)
31st March 2022

<u>2021</u> £ Net Expenditure		<u>2022</u> £ Gross Expenditure	<u>2022</u> £ Income	<u>2022</u> £ Net Expenditure
DIRECT SERVICES TO THE PUBLIC				
(184,269)	Parks and Open Spaces	(212,598)	32,124	(180,474)
(22,891)	Community Safety	(28,930)		(28,930)
(43,897)	Cemetery	(42,460)	36,836	(5,624)
(755)	Street Scene	(8,849)		(8,849)
(43,766)	Town Activities	(65,559)	8,460	(57,099)
(179,509)	Projects	(21,456)	10,937	(10,519)
(17,500)	Grants and Donations	(12,500)		(12,500)
(9,430)	Merchant House	(32,244)	48,752	16,508
(627,811)	Manor House	(35,554)		(35,554)
(148,724)	Allotments	(80,161)	9,068	(71,093)
(11,509)	Public Convenience	(10,734)		(10,734)
DEMOCRATIC, CIVIC AND CENTRAL COSTS				
(136,573)	Democratic and Civic Activities	(142,089)	419	(141,670)
(256,637)	Corporate Managements	(197,795)		(197,795)
(43,587)	High Street Offices	(29,478)		(29,478)
11,299	Other Costs and Income		2,942	2,942
(1,715,559)		(920,407)	149,538	(770,869)
994,067	Annual Precept			994,067
(721,492)	Net (Deficit) Surplus before Earmarked Reserve Movement			223,198
719,119	Net Contribution from/(to) Earmarked Reserves			(79,004)
(2,373)	Total Surplus(Deficit) for the year			144,194

Reserve Movements

	Balance 1 April 2021	Movement for Year	Balance 31 March 2022
232,079	232,079	144,194	376,273
579,603	579,603	-	579,603
786,728	786,728	79,004	865,732
1,598,410	1,598,410	223,198	1,821,608
	Box 1		Box 7

ROYAL WOOTTON BASSETT TOWN COUNCIL
ESTIMATES OF INCOME AND EXPENDITURE - 2021-2022

Where the money goes	2021-2022	2020-2021
Democratic and Civic Activities	208,128	221,703
High Street Office	48,190	49,417
Community Safety	24,009	23,737
Grants and Donations	12,500	17,500
Projects	98,364	77,240
Corporate Management	230,307	217,098
Parks and Open Spaces	239,890	222,423
Merchant House	21,700	18,800
Manor House	25,400	-
Church Street Allotment	5,000	-
Cemetery	67,444	58,571
Public Convenience	6,689	14,318
Street Cleaning & Bus Shelters	5,315	5,315
Tourist Information	489	323
Floral Displays	30,739	37,098
Christmas Lights and other Events	40,652	56,711

Total budgeted expenditure	1,064,816	1,020,252
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Where the money comes from	2021-2022	2020-2021
Precept	994,067	994,067
Merchant House	38,800	43,800
Cemetery	19,076	19,300
Floral Displays	4,345	5,045
Donation, Rent, Interest, Wayleave, Others	20,257	40,657
Transfer to Revenue Reserve - Project Fund	(40,000)	(82,617)
Transfer from General Reserve	28,271	-
	1,064,816	1,020,252

ROYAL WOOTTON BASSETT TOWN COUNCIL
ESTIMATES OF INCOME AND EXPENDITURE - 2021-2022

	2021-2022	2020-2021
Revenue and Resources	575,234	548,255
Amenities	489,582	471,997
Total Gross Expenditure	1,064,816	1,020,252
(Less)Add: Income/Use of balances/Gen Res	(70,749)	(26,185)
Total	994,067	994,067
Precept	994,067	994,067

Total	994,067	994,067
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Royal
Wootton Bassett



117 High Street, Royal Wootton Bassett, Wiltshire SN4 7AU