

CALNE TOWN COUNCIL

Draft Minutes of the Town Council meeting held in the Large Hall, Town Hall on Monday 10th April 2017

PRESENT: Councillor T W B Rounds – **Town Mayor** (Chair)
Councillor A J Trotman – **Deputy Town Mayor**
Councillor Mrs G J Ansell
Councillor Mrs M J Baggs
Councillor C M R Boase
Councillor Ms H E Canfer
Councillor D I Conway (*left the meeting at 8.46pm*)
Councillor S Denley
Councillor A K Hill
Councillor R C MacNaughton
Councillor A S Muir
Councillor R J Stigwood
Councillor P A B Venton
Councillor D L Warnett (*left the meeting at 8.30pm*)

OFFICERS: Clare Harris – PA to the Town Clerk
Stuart West – Head of Operations
Kevin Whitehorn – Head of Leisure & Events

PRESS & PUBLIC:

There were two members of the public in attendance.

Councillor Warnett alerted the Chair to the fact that he intended to record the meeting. Members were reminded that in the interests of openness and transparency and in accordance with Town Council policy this is permissible.

103/16 ELECT A PROPER OFFICER

It was proposed by Councillor Mrs Baggs, seconded by Councillor Boase and

UNANIMOUSLY RESOLVED to elect Clare Harris as Proper Officer for this meeting.

104/16 DECLARATIONS OF INTEREST

Councillor Warnett declared an interest in Agenda Item 10.4 – Wiltshire Council Boundary Review in that any Town Council decision made would have a financial implication for him personally. When this item is discussed, Councillor Warnett will leave the room.

105/16 APOLOGIES

Apologies were received from Councillor Dr Reid, Councillors Davies, Marshall and Redmond and Widger.

106/16 MINUTES

The Minutes of the Extraordinary Town Council meeting held on 20th March 2017, having previously been circulated, were approved and signed by the Chair.

107/16 TOWN MAYOR'S ANNOUNCEMENTS

The Town Mayor explained to members that at this meeting it is normal practice to deal with nominations for Deputy Town Mayor for the ensuing year. At the time the agenda was prepared no nominations had been received. Subsequent to the agenda being sent out one nomination has been received. An approach to the Councillor being nominated has been made and he is happy to accept the nomination.

It was proposed by the Town Mayor, Councillor Rounds, seconded by the Deputy Town Mayor, Councillor Trotman and

RESOLVED to nominate Councillor Marshall as Deputy Town Mayor for the ensuing municipal year 2017/18.

The Town Mayor, Councillor Rounds stated that it is Clare Harris's last meeting this evening before she leaves the Town Council next week.

It was proposed by the Town Mayor, Councillor Rounds, seconded by Councillor Warnett and

UNANIMOUSLY RESOLVED to propose a vote of thanks to Clare Harris for her continued support to the Town Council over the years.

108/17 POLICING IN CALNE – POLICE REPORT APRIL 2017

The Town Mayor thanked PCSO Mark Cook, who was present, for the report and asked members if they had any questions they wished to raise.

Councillor Mrs Ansell confirmed that she has written to the Commissioner voicing her concerns with regards the effectiveness of the 101 service which in her opinion is not working; calls are not being answered or take an unacceptable amount of time to be answered which is deterring people from reporting incidents. PCSO Cook confirmed that this has been recognised as an issue and efforts are being made to address this. Councillor Hill congratulated PCSO Cook on the report and made reference to vehicle crime in Calne which seems to be on the increase including both theft from and damage to vehicles. PCSO cook confirmed that there has been a recent spate of vehicle crime, carried out by people outside of the area, which is being investigated and they are trying to educate the public to secure their vehicles and remove desirable items from view. Councillor Denley commented that he had recently reported, on behalf of local residents, incidences of ASB with regards to motorbikes being driven at speed through the town; however this is not recorded in the report. PCSO Cook confirmed that not all issues are recorded on the report to Council however; he is aware of this incident and is dealing but pointed out that it is difficult to catch these acts while they are happening. PCSO encouraged members and residents to continue to report issues as the Police need to be made aware of issues to be able to try and resolve. Councillor Trotman praised PCSO Cook for his

recent work in the local schools promoting internet security. Councillor Muir asked if there is an increase in drug related issues in Calne, especially at John Bentley School. PCSO Cook confirmed there are some issues but not on a large scale and he is working with the school to address these issues. He is looking to get the 'Drugs Dog' up to the school, on the main gates and is aware that the school conduct their own 'random' searches in school also.

PSCO Cook thanked the Town Council for his recent Civic Award, which was very much appreciated. Members recognised that PCSO Cook is a very worthy recipient.

109/16 REPORT FROM UNITARY COUNCILLORS

The Deputy Town Mayor, Councillor Trotman confirmed that progress is being made in terms of John Bentley School's aspirations for a community arts facility at the School and he is meeting with Wiltshire Council cabinet members and the Area Board to discuss a link with this and the regeneration of the Leisure Centre.

Councillor Mrs Ansell commented on the recent Councillor nominations to the Town Council resulting in Chilvester & Abberd ward being contested with 7 nominations for 4 seats and Calne North uncontested with one seat still vacant.

110/16 COMMITTEE/WORKING GROUP MINUTES

110.1 TOWN DEVELOPMENT & PLANNING COMMITTEE

It was proposed by Councillor Hill, seconded by Councillor Mrs Baggs and

***UNANIMOUSLY RESOLVED** to receive the minutes of the meetings held on 15th February, 8th March and 29th March 2017.*

110.2 AMENITIES COMMITTEE

It was proposed by the Deputy Town Mayor, Councillor Trotman, seconded by Councillor Boase and

***RESOLVED** to receive the minutes of the meeting held on 27th February 2017.*

110.3 POLICY & RESOURCES COMMITTEE

Cllr Warnett questioned item 45/16 of the minutes relating to the 2nd bullet point in particular which reads 'Effective delivery of services' and states that it needs updating to include the details of the FC meeting at which staffing review was approved. Councillor Warnett challenged this statement and said that Full Council have never approved the staffing review. Councillor Warnett requested to move a motion without notice seeking Council's agreement with his statement above. It was noted that there is no appropriate Standing Order to support this proposal.

It was proposed the Deputy Town Mayor, Councillor Trotman, seconded by Councillor Mrs Baggs and

RESOLVED to receive the draft minutes of the meeting held on 13th March 2017.

Councillor Warnett requested a recorded vote.

| COUNCILLORS | FOR | AGAINST | ABSTENTION |
|-----------------|-------------|---------|------------|
| Mrs G J Ansell | √ | | |
| Mrs M J Baggs | √ | | |
| C M R Boase | | | √ |
| Ms H E Canfer | √ | | |
| D I Conway | | | √ |
| D J Davies | NOT PRESENT | | |
| S Denley | | | √ |
| A K Hill | √ | | |
| R C MacNaughton | | | √ |
| H R Marshall | NOT PRESENT | | |
| A S Muir | | | √ |
| P M Redmond | NOT PRESENT | | |
| Dr J Reid | NOT PRESENT | | |
| T W B Rounds | √ | | |
| R J Stigwood | √ | | |
| A J Trotman | √ | | |
| P A B Venton | √ | | |
| D L Warnett | | | √ |
| G P Widger | NOT PRESENT | | |

110.4 RECREATION CLUB WORKING GROUP

The notes of the meeting held on 28th March 2017 were noted.

110.5 BRITAIN IN BLOOM WORKING GROUP

The notes of the meetings held on 9th January, 13th February and 13th March 2017 were noted.

111/16 ANNUAL RETURN, EXTERNAL AUDITORS REPORT & NOTICE OF CONCLUSION OF AUDIT 2015/16

The Town Mayor explained the background to this agenda item, which has been attached for members' resolution.

Councillor Hill voiced his disappointment with the report and stated that Grant Thornton has been removed from the list of approved auditors and that we should seek an alternative external auditor moving forward. It was confirmed that external auditors are appointed for the Town Council, the Town Council does not get an opportunity to choose their own. He contested the section of the report which related to the independence of the internal auditor and noted a copy of the letter sent from the internal auditor to Grant Thornton strongly refuting the allegations. He questioned why, if there was a perceived problem that this was not highlighted sooner. In terms of the section of the report relating to the Annual Governance Statement he questioned the lack of evidence and attempts to make contact with the relevant people to obtain evidence, to support the report. The report was commissioned independently by an individual Councillor and not the Council as a corporate body; however the Council and indeed the taxpayers of Calne have to pay for the investigations, which were not budgeted for. Councillor Mrs Baggs suggested that the Councillor who instigated the investigations should be accountable for the costs incurred.

Councillor Hill proposed that the Town Council writes to Grant Thornton stating its dissatisfaction with the External Auditors Report, copying in the Wiltshire Association of Local Councils (WALC) who could if they wish refer the matter to the National Association of Local Councils (NALC).

There were lengthy discussions over the independence of the internal auditor and certain members felt that a simple declaration by one or both parties would have been adequate and would have addressed this issue.

Councillor Mrs Ansell seconded Cllr Hill's proposal and, as Chair of the Personnel Sub Committee confirmed that she had spoken at length with Grant Thornton, stating her concerns, clarifying details and answering questions on the process followed, confirming that she too was disappointed with the outcome of 8 months of work at a cost to the Town Council. Cllr Mrs Ansell said that she was not surprised to hear that Grant Thornton had been removed from the list of External Auditors but added that this was a personal opinion.

Councillor Muir raised his concerns about both the internal and external auditors and a concern he has regarding the current management accountant and a potential conflict of interests.

Councillor Warnett made the following statement and asked for it to be included in the minutes. "It's clear that for many years there has been a conflict of interest due to a friendship between an Officer of the Council and the Council's Internal Auditor that could have compromised the integrity of the Council's internal audit review. Although the Council should approve the appointment of the Internal Auditor, on the last occasion it was approved by the Finance Working Group who had no idea of the conflict of interest until recently. It was not declared to the Council either by the former Town Clerk or by the Internal Auditor since the conflict began many years ago and so the full Town Council is not aware of that until now. The Personnel Sub Committee and through its membership the Finance Working Group have been

aware of the situation since the 3rd of August but did not inform the full Town Council and have taken no action to address the matter.”

Councillor Warnett put forward the following proposals, seconded by Councillor Conway and recorded votes were requested as follows:

1. That the Council accepts the findings of the External Auditor in respect of the independence of the Internal Auditor – *This proposal fell due to lack of support.*

| COUNCILLORS | FOR | AGAINST | ABSTENTION |
|-----------------|-------------|---------|------------|
| Mrs G J Ansell | | √ | |
| Mrs M J Baggs | | √ | |
| C M R Boase | √ | | |
| Ms H E Canfer | | √ | |
| D I Conway | √ | | |
| D J Davies | NOT PRESENT | | |
| S Denley | | | √ |
| A K Hill | | √ | |
| R C MacNaughton | | √ | |
| H R Marshall | NOT PRESENT | | |
| A S Muir | √ | | |
| P M Redmond | NOT PRESENT | | |
| Dr J Reid | NOT PRESENT | | |
| T W B Rounds | | √ | |
| R J Stigwood | | √ | |
| A J Trotman | | √ | |
| P A B Venton | | √ | |
| D L Warnett | √ | | |
| G P Widger | NOT PRESENT | | |

2. That the Council terminates the contract with the present Internal Auditor and report the matter to their professional body – *This proposal fell as a result of the lack of support for the previous proposal.*
3. The Council’s Assertion 6 on Section 1 of the Annual Return 16/17 should read ‘No’ – *This proposal fell due to lack of support.*

| COUNCILLORS | FOR | AGAINST | ABSTENTION |
|--------------------|-------------|----------------|-------------------|
| Mrs G J Ansell | | √ | |
| Mrs M J Baggs | | √ | |
| C M R Boase | √ | | |
| Ms H E Canfer | | √ | |
| D I Conway | √ | | |
| D J Davies | NOT PRESENT | | |
| S Denley | | | √ |
| A K Hill | | √ | |
| R C MacNaughton | | √ | |
| H R Marshall | NOT PRESENT | | |
| A S Muir | √ | | |
| P M Redmond | NOT PRESENT | | |
| Dr J Reid | NOT PRESENT | | |
| T W B Rounds | | √ | |
| R J Stigwood | | √ | |
| A J Trotman | | √ | |
| P A B Venton | | √ | |
| D L Warnett | √ | | |
| G P Widger | NOT PRESENT | | |

Standing order 13 (a) vi was invoked to move to the vote on Councillor Hill's original proposal which covers all three aspects of the External Auditors Report.

Councillor Warnett was dissatisfied in that he wasn't afforded the opportunity to discuss the 2nd and 3rd parts of the report which relate to the Annual Governance Statement and the Period for the Exercise of Public Rights. The Town Mayor responded to Councillor Warnett's objections in terms of delegated authority and reiterated the resolution from the Policy & Resources Committee meeting on 28th September 2015 which gave delegated authority to the Personnel Sub Committee to 'oversee' the Staffing Review. Councillor Warnett challenged the Town Mayor's response and responded that 'oversee' does not mean 'decide and implement' and that this was also a finding in the External Auditor's report.

Councillor Warnett asked to make a further proposal which was not permitted by the Chair.

It was proposed by Councillor Hill, seconded by Councillor Ansell and

RESOLVED that this council does not accept the report of Grant Thornton and that we express our dissatisfaction by referring this report to the Wiltshire Association of Local Councils to obtain their advice and opinion.”

A recorded vote was taken.

| COUNCILLORS | FOR | AGAINST | ABSTENTION |
|-----------------|-------------|---------|------------|
| Mrs G J Ansell | √ | | |
| Mrs M J Baggs | √ | | |
| C M R Boase | | √ | |
| Ms H E Canfer | √ | | |
| D I Conway | | √ | |
| D J Davies | NOT PRESENT | | |
| S Denley | √ | | |
| A K Hill | √ | | |
| R C MacNaughton | √ | | |
| H R Marshall | NOT PRESENT | | |
| A S Muir | | √ | |
| P M Redmond | NOT PRESENT | | |
| Dr J Reid | NOT PRESENT | | |
| T W B Rounds | √ | | |
| R J Stigwood | √ | | |
| A J Trotman | √ | | |
| P A B Venton | √ | | |
| D L Warnett | | √ | |
| G P Widger | NOT PRESENT | | |

It was proposed by Councillor Mrs Ansell, seconded by Councillor Hill and

RESOLVED to invoke Standing Order 13 (a) xxii to not hear further from Councillor Warnett on this matter at this meeting.

A recorded vote was taken.

| COUNCILLORS | FOR | AGAINST | ABSTENTION |
|-----------------|-------------|---------|------------|
| Mrs G J Ansell | √ | | |
| Mrs M J Baggs | √ | | |
| C M R Boase | | √ | |
| Ms H E Canfer | √ | | |
| D I Conway | | √ | |
| D J Davies | NOT PRESENT | | |
| S Denley | √ | | |
| A K Hill | √ | | |
| R C MacNaughton | √ | | |
| H R Marshall | NOT PRESENT | | |
| A S Muir | | | √ |
| P M Redmond | NOT PRESENT | | |
| Dr J Reid | NOT PRESENT | | |
| T W B Rounds | √ | | |
| R J Stigwood | √ | | |
| A J Trotman | √ | | |
| P A B Venton | √ | | |
| D L Warnett | | √ | |
| G P Widger | NOT PRESENT | | |

112/16 REPORTS/INFORMATION FROM OFFICERS OF THE COUNCIL

112.1 BEVERSBROOK OVERAGE – ACCOUNTING TREATMENT YEAR END 31 MARCH 2017

Councillor Warnett requested that any future reports from officers of the Council or external consultants are dated and the name of the author of the report is included.

Councillor Warnett questioned why the total figure included in the report omits the known interest (approximately £54,000 as at Nov 2016) and recommended that this should also be included in the amount included in the accounts. Councillor Conway believed that we should take the interest up to 31 March 2017 because we can calculate it up to then and the Council has already had an estimate from Wiltshire Council up to October or November of last year. Cllr Warnett recommended that the Council take the figure that it knows to be true to April 2017, as it would be quite wrong of the Council to understate a known debt. The Town Mayor stated that this issue is up for negotiation with Wiltshire Council after the elections, and that this paper, the purpose of which is to highlight that provision is being made in the accounts to cover the overage should the

need arise, is for members' information only. The Town Mayor stated that the figure of £203,000 would be used as the figure put aside by the accountant.

Members noted the report.

112.2 WAR MEMORIAL RESTORATION PROJECT

It was noted that this project has no financial implications for the Town Council other than officer time.

It was proposed by Councillor Mrs Baggs, seconded by Councillor Muir and

***UNANIMOUSLY RESOLVED** to approve the restoration of the War Memorial.*

Councillor Warnett left the meeting (8.30pm)

112.3 PUBLIC TOILETS AT THE PIPPIN

Members noted the email from Wiltshire Council and agreed that these negotiations will be for the new Council in May.

112.4 WILTSHIRE COUNCIL BOUNDARY REVIEW

It was noted that boundary changes are happening across the whole of the County, not just in Calne, whose changes are minor in relation to other towns, and have resulted in just 6 properties being brought into Calne Town from Calne Without. It was noted that if Calne Town Council were minded to accept and implement the proposal in Ian Brown's email it would be setting a dangerous precedence moving forward.

It was proposed by Councillor Mrs Ansell, seconded by the Deputy Town Mayor, Councillor Trotman and

***UNANIMOUSLY RESOLVED** to accept the status quo, in that the increase in the Council Tax for the 6 properties at The Knowle and The Willows, in response to the Boundary Review, still stand.*

112.5 CALNE COMMUNITY NEIGHBOURHOOD PLAN

Members noted the information.

112.6 GUINNESS WORLD RECORD ATTEMPT – 3RD DECEMBER 2017

Members note the financial breakdown and wished to congratulate all involved in its successful delivery. It was noted that one of Calne's twinned towns, Caln Pennsylvania have produced a certificate commemorating this record and will be bringing a copy with them when they visit in June 2017.

113/16 ACCOUNTS

113.1 ACCOUNTS PAID – Dated 31st January 2017 (Petty Cash), 17th February 2017 (pages 2424-2428), 28th February 2017 (Petty Cash), 9th March 2017 (pages 2441-2446), 22nd March 2017 (Manual Cheques), 29th March 2017 (page 2451) and 29th March 2017 (pages 2454-2459) were noted and approved.

114/16 ITEMS FOR INFORMATION

114.1 CALNE COMMUNITY SAFETY FORUM

The minutes of the meeting held on 17th March 2017 were noted.

114.2 CALNE AREA PARISH FORUM (*FORMALLY FOCUS ON FIVE*)

The notes of the meeting held on 1 March 2017 were noted.

114.3 CALNE & DISTRICT TWINNING ASSOCIATION

The notes of the meeting held on 20th February 2017 were noted.

114.4 CASTLEFIELD'S CANAL & RIVER PARK

Councillor Boase raised his concerns with regards some sections of the rebuilt wall which are failing. Stuart West confirmed that the contractors are commencing remedial works on 24th April 2017 at no cost to the Council.

The minutes of the meeting held on 23rd March 2017 were noted.

Councillor Conway left the meeting (8.46pm)

115/16 CONFIDENTIAL SESSION

It was proposed by the Deputy Town Mayor, Councillor Trotman, seconded by Councillor Mrs Ansell and

UNANIMOUSLY RESOLVED that in view of the sensitive nature of the business to be transacted, it is advisable in the public interest that the public and press be excluded, and they are instructed to withdraw.

115.1 Confidential Minutes

The Confidential Minutes of the Extraordinary of the Town Council meeting on 20th March 2017 were approved.

115.2 Staffing Report

The staffing report was considered and approved in closed session.

The meeting closed at 8.53pm.