

CALNE TOWN COUNCIL

Minutes of the Town Council meeting held in the Large Hall, Town Hall on Monday 11 July 2016

PRESENT Councillor A J Trotman – **Deputy Town Mayor**
Councillor Mrs M J Baggs
Councillor Ms H E Canfer
Councillor D Davies
Councillor R C MacNaughton
Councillor H R Marshall
Councillor A Muir
Councillor P M Redmond

OFFICERS Mrs L A Roberts – Town Clerk
Mrs Clare Harris – PA to the Town Clerk

In the absence of the Town Mayor, the meeting was chaired by the Deputy Town Mayor, Councillor Trotman.

21/16 APOLOGIES

Apologies were received from the Town Mayor, Councillor Rounds, Councillor Mrs Ansell, Councillor Dr Reid, Councillors Boase, Conway, Denley, Hill, Stigwood, Venton, Warnett and Widger.

22/16 DECLARATIONS OF INTEREST

There were no declarations of interest.

23/16 MINUTES

The minutes of the Town Council meeting held on 20th June 2016, having previously been circulated, were signed by the Deputy Town Mayor, Councillor Trotman, as a true record.

24/16 TOWN MAYOR'S ANNOUNCEMENTS

24.1 BRITAIN IN BLOOM JUDGING DAY

Members noted the date and details.

24.2 SUMMER FESTIVAL & CARNIVAL

The Deputy Town Mayor, Councillor Trotman thanked the members who attended and helped on the day of the festival, which was once again a tremendous success, despite the rain.

24.3 CHRISTMAS FESTIVAL & OFFICIAL GUINNESS WORLD RECORD ATTEMPT

Members noted the date and details.

25/16 POLICING IN CALNE

Sgt Lungo was in attendance to run through his report, update members on changes coming in in October and answer any questions.

Sgt Lungo confirmed that with effect from 17th October there will be a change in the structure and a Community Policing Team will be implemented. This is a new way of working which has been endorsed by the Chief Constable and the PCC. Corsham, Chippenham and Calne will become one hub. Officers will be aligned in teams, Sgt Lungo will be the main point of contact and will allocate officers on a daily basis according to need. Members had concerns that Chippenham, due to the nature of its size and issues, would soak up all the allocation and Calne would be left with little or no police presence. Sgt Lungo reassured members that this would not happen and every shift will be covered in the new regime, which is not currently the case.

It was noted that there have been a number of burglaries and attempted burglaries on the Portemmarsh Industrial Estate, which is a real concern for business owners. Sgt Lungo reassured members that plain clothes officers patrol this area at night and PCSO's patrol whilst on shift during the day. This area will continue to be monitored.

It was also noted that attempts were made a couple of years ago to install Automatic Number Plate Recognition (ANPR) on the Industrial Estate, however this was never implemented due to a lack of support from business owners, who would have to fund this initiative. Maybe this needs to be looked at again in light of the problems being experienced, which if not tackled will deter new business from moving to the area.

The Deputy Town Mayor and Councillor Marshall took part in the recent walkabout/drive around organised by the NPT in Calne through the Calne Community Safety Forum. They asked Sgt Lungo to pass on their thanks to PC Stuart Welch, PCSO Mark Cook and the other officers involved, in what was a really valuable and informative evening.

26/16 REPORT FROM UNITARY COUNCILLORS

Councillor Marshall confirmed that the changes to the Youth teams at Wiltshire Council have now been implemented and Helen Bradley, formally responsible for Calne alone, is now responsible for Calne, Devizes and Marlborough. Time will tell how this new system will work/pan out. At present the young people are running the Local Youth Network (LYN) themselves. This is a cause for concern. Whilst we still have the youth apprentice, Natalie Viveash, she qualifies in August of this year and as such we may lose her, if she choses to move on.

Councillor Trotman confirmed that the planning appeal in respect of development of 130 houses at land off Prince Charles Drive, was allowed. We could see more house coming forward also, to facilitate a link road.

Councillor Trotman also made members aware that Calne Without Parish Council has recently been consulted by the agent (Pegasus Planning) and has given their approval on a proposed anaerobic digester at land off Sand Pit Road. Residents have been made aware and have formed a lobby group. As a matter of courtesy, the Town Council should also be consulted and it was suggested that we invite Pegasus Planning to attend our next Town Development & Planning Committee meeting. If a planning application comes forward and is approved this will have a very negative impact on the traffic issues already being experienced in this location and across the town.

27/16 COMMITTEE MINUTES / WORKING GROUP MINUTES

27.1 TOWN DEVELOPMENT AND PLANNING COMMITTEE

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

UNANIMOUSLY RESOLVED to receive the minutes of the Town Development & Planning Committee meetings held on 29th March, 19th April, 11th May, 1st June and 22nd June 2016.

27.2 AMENITIES COMMITTEE

It was proposed by Councillor Marshall, seconded by Councillor MacNaughton and

UNANIMOUSLY RESOLVED to receive the minutes of the Amenities Committee meeting held on 6 June 2016.

27.3 POLICY & RESOURCES COMMITTEE

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

UNANIMOUSLY RESOLVED to receive the minutes of the Policy & Resources Committee meeting held on 20th June 2016.

27.4 CALNE COMMUNITY NEIGHBOURHOOD PLAN STEERING GROUP

The minutes of the meetings held on 31st March, 21st April, 5th May & 2nd June 2016 were noted.

27.5 FINANCE WORKING GROUP

The minutes of the meetings held on 25th April and 13th June 2016 were noted.

27.6 TOWN EVENTS WORKING GROUP

The notes of the meetings held on 19th January & 3rd May 2016 were noted.

28/16 REPORTS FROM OFFICERS OF THE COUNCIL

28.1 MANAGEMENT RISK ASSESSMENT 2016-17

The Town Clerk circulated some additional information to be read in conjunction with the papers in the Agenda. Councillor Muir confirmed that he is impressed with the system and would use it himself. Shirley Chappell has suggested that two officers work together on updating this package. It was noted that some of the control measures need linking to Town Council policies also. The Town Clerk has gone through the system with Shirley Chappell and is satisfied that it is a robust package which suits the needs of the Town Council.

It was proposed by Councillor Marshall, seconded by Councillor Muir and

UNANIMOUSLY RESOLVED to approve the Management Risk Assessment 2016/17.

The Deputy Town Mayor, Councillor Trotman wished to thank Shirley Chappell for her hard work in developing this report and supplying more detailed information, as requested. A thank you was also extended to Councillor Muir's wife for the support and assistance given to Shirley behind the scenes.

28.2 OXFORD ROAD DEVELOPMENT - PUBLIC OPEN SPACE

Members discussed the devolution of services from Wiltshire Council and the impact this will have on the town and the Town Council moving forward.

The Town Clerk confirmed that she is in talks with Wiltshire Council about the devolution of certain services to the Town Council with a 5yr programme of funding attached. The Town Clerk suggested that when more information is available, a working group should be formed to work up a budgeted business plan. An earmarked reserve should also be set up to enable us to start saving now, so that funds are available when the 5 year funding trails off. The Town Council need to think about the services it currently provides and what it would consider taking on and the impact this will have on staffing, resources and equipment. The Town Clerk suggested that the Town Council consult with the community sooner rather than later, and that it is honest about the situation, so that if, in the future, it needs to increase the precept to meet the costs of the devolved services, it will not come as a complete surprise. The Town Council has an opportunity to look after the town and maintain it to a much higher standard than it is

currently. The cut backs in resources and services at Wiltshire Council are starting to show around the town and some areas are looking very shabby and unkempt.

Members were in agreement that the Town Council need to embrace these opportunities, be prepared and proactive, so that it can get the best deal possible for Calne.

Whilst there was no formal recommendation contained within the report, members supported in the principle the adoption of and responsibility for the maintenance of the POS within the Oxford Road development at such a time as further details are available.

28.3 SOCIAL MEDIA POLICY

The Town Clerk confirmed that a copy of this report has already been emailed to members of the Policy Working Group for their comments.

It was proposed by Councillor Muir, seconded by Councillor Marshall and

UNANIMOUSLY RESOLVED to adopt and approve the Social Media Policy as presented.

28.4 REPRESENTATIVES ON OUTSIDE BODIES 2016-17

Councillor Marshall put himself forward to replace Councillor Mrs Baggs.

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

UNANIMOUSLY RESOLVED that Councillor Marshall will representative the Town Council on the Bremhill View Social Club Committee with immediate effect.

Letters will be sent out to all of the organisations listed to remind them of the name of their Town Councillor representative and provide contact details.

28.5 WORKING GROUP MEMBERSHIP 2016-17

Members noted the Working Group Membership 2016/17.

29/16 ACCOUNTS

The Accounts Paid – dated 29 March 2016 pages 2064-2069, 31 March 2016 (Petty Cash), 13 April 2016, pages 2089-2096, 14 April 2016 (Manual Cheque), 21 April 2016 (Manual Cheque), 27 April 2016 page 2102, 27 April 2016 pages 2106-2111, 30 April 2016 (Petty Cash), 17 May 2016 page 2126, 18 May 2016 pages 2129-2135, 26 May 2016 pages 2138-2140, 31 May 2016 (Petty Cash), 2 June 2016 (Manual Cheque), 9 June 2016 page 2151, 9 June 2016 pages 2153-2157, 16 June 2016 (Petty Cash) were noted and approved.

30/16 ITEMS FOR INFORMATION

30.1 BRITAIN IN BLOOM WORKING

The minutes of the meetings held on 11th April, 9th May and 13th June 2016 were noted.

30.2 CALNE COMMUNITY SAFETY FORUM

The minutes of the meeting held on 18th May 2016 were noted.

30.3 CALNE AND DISTRICT TWINNING ASSOCIATION

The minutes of the meeting held on 6th April and 9th May 2016 were noted.

30.4 CALNE CULTURE AND TOURISM STEERING GROUP

The minutes of the meetings held on 12th April and 10th May 2016 were noted.

30.5 CASTLEFIELDS CANAL AND RIVER PARK ASSOCIATION

The minutes of the meeting held on 19th May 2016 were noted.

31/16 CONFIDENTIAL SESSION

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

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

This part of the meeting closed at 8.15pm