

**Calne Town Council**  
**Minutes of the Town Council Meeting held on**  
**Monday 20th November 2017 in the Large Hall of Calne Town Hall.**

**PRESENT:** Councillor Tony Trotman – Town Mayor  
Councillor Glenis Ansell – Deputy Town Mayor  
Councillor John Bennett  
Councillor John Boaler  
Councillor Declan Boore  
Councillor Heather Canfer  
Councillor Terry Couchman  
Councillor Jon Fisher  
Councillor Robert Merrick  
Councillor David Conway  
Councillor Tom Rounds

**OFFICERS:** Jeannette Young – Acting Town Clerk  
Mark Edwards – Business Support Officer  
Stuart Wilber – Management Accountant (left at 20:10)

Seven members of the public were present.

The Town Mayor – Cllr Trotman welcomed everyone to this Full Council meeting.

The Openness of the Local Government Bodies Regulations 2014 permits the audio and visual recordings and photography of the Council and Committee meetings. The meeting was notified that the Town Council would be recording the meeting this evening.

The Town Mayor, Cllr Trotman, reminded the meeting that Standing Order 9 f and 9 g gave instruction as to the type of questions, which could be received.

**PUBLIC PARTICIPATION:**

Mrs M Baggs, Mr P Redmond and Ms C Shergold provided background information and spoke in support of the Calne Youth Trust – Drop in Centre.

Deborah Downing spoke in support of the grant request for a Place 4 Us Youth Group.

Mike Flay spoke about opportunities to bring music to young people in the area and made an offer to support the creation of a recording studio.

**PRAYERS:**

The Rev Kenway gave prayers.

### **91/17 TO ELECT A PROPER OFFICER**

It was proposed by the Cllr Merrick seconded by Cllr Bennett and

**RESOLVED** to elect Jeannette Young as Proper Officer for this meeting.

Members were reminded that whilst Jeannette Young has agreed to assume the role of Proper Officer for this meeting, she is in the process of becoming CiLCA trained but has no legal or financial qualification in this sector. Jeannette may be unable to answer some questions from members at this meeting however; she will take any unanswered questions away, seek advice and/or guidance and respond as soon as practicable.

### **92/17 APOLOGIES**

Apologies were received Cllr Marshall, Cllr Hill, Cllr MacNaughton and Cllr Widger.

### **93/17 DECLARATIONS OF INTEREST**

The Deputy Town Mayor - Cllr Ansell - Treasurer of Calne Youth Trust.

### **94/17 MINUTES**

It was proposed by Cllr Boaler, seconded by Cllr Conway and

**UNANIMOUSLY RESOLVED** to confirm as a correct record the Minutes of the Extraordinary Town Council meeting held on 13<sup>th</sup> November 2017.

The Town Mayor – Cllr Trotman advised that a response to the question raised by Cllr Hill at the last meeting would be dealt with during the confidential session

### **95/17 TOWN MAYOR'S ANNOUNCEMENTS**

- Bonfire Night at Beversbrook – Friday 3rd November – thank you to all those councillors, staff and volunteers who marshalled and supported this event.
- Re-Unveiling of the Calne Pigs - thank you to everyone involved in the safe return of these now famous residents.
- Remembrance Parade & Service- Sunday 12th November – Thank you to all those who supported this Town Event.
- Winter Festival – Saturday 2nd December – Councillors are encouraged to volunteer as marshals. Please contact Erin Weaver at Bank House
- Welcome to Erin Weaver – Our new Events Officer has joined the Town Council Staff. I would like to express a vote of thanks to Jackie Hendra who has been providing cover during the interim period.

## **96/17 POLICING IN CALNE**

96/17.1 The Town Mayor – Cllr Trotman welcomed Sergeant Pocock to the meeting. The Deputy Town Mayor – Cllr Ansell asked about reporting and investigation of incidents and categorisation of crimes – likely to be undetected or insufficient evidence. Sergeant Pocock confirmed that all reported crime was dealt with accordingly.

Sergeant Pocock confirmed that there were now 230 Special Constables in Wiltshire. The new PCSO for Calne has started work and will be tutored by PCSO Mark Cook.

96/17.2 The Police Report was received and noted.

96/17.3 The Town Mayor – Cllr Trotman reminded the meeting of the Community Messaging service operated by Wiltshire Police.

**The Town Mayor – Cllr Trotman asked that the order of the agenda be altered to allow those assembled to hear the items debated.**

## **97/17 CALNE YOUTH TRUST**

The Town Mayor – Cllr Trotman advised that the lease for the Drop in Centre expired in 2015. The Recommendation from the Finance Working Group was considered. Cllr Ansell reminded the meeting that the Drop in Centre had been a Town Council initiative following a report of the Crime Prevention Panel. Cllr Fisher asked for additional data in terms of usage of the centre and whether the Youth Trust could take on the ongoing lease. Cllr Merrick spoke in support and the benefit to the Town of having a youth facility.

It was proposed by the Deputy Town Mayor – Cllr Ansell, seconded by Cllr Merrick and

**RESOLVED** that negotiations should commence regarding the renewal of the lease and delegate to the Acting Town Clerk to progress and provide an update to the next Full Council meeting.

## **98/17 AWARD OF GRANT**

The recommendation from the Policy & Resources Committee was considered.

It was proposed by the Town Mayor – Cllr Trotman, seconded by the Deputy Town Mayor – Cllr Ansell and

**UNANIMOUSLY RESOLVED** to award a grant of £5,000 from the Precept Support Fund to the Place 4 Us group.

## **99/17 BUDGET 2018/2019**

Members considered the recommendation from the Finance Working Group for the draft budget 2018/2019. Cllr Merrick advised that the draft budgets have been considered and

approved by the Amenities, Town Development & Planning and Policy & Resources Committees. Cllr Merrick also urged all Working Groups to consider income and expenditure going forward.

The Deputy Town Mayor Cllr Ansell reminded members of the ongoing funding need and whether a modest increase in the precept should be considered. The Council needed to be prudent in future negotiations.

It was proposed by Cllr Merrick, seconded by the Town Mayor – Cllr Trotman and

**UNANIMOUSLY RESOLVED TO APPROVE THE BUDGET FOR 2018/2019 WITH A NIL INCREASE IN THE BAND D COST OF £210.31, AND A PRECEPT REQUIREMENT OF £1,216,742.00**

### **100/17 REPORT OF UNITARY COUNCILLORS**

The Town Mayor – Cllr Trotman advised that the next Calne Area Board was on Tuesday 21<sup>st</sup> November 2017 at 18:30.

Cllr Rounds advised that the Neighbourhood Plan referendum was scheduled to take place on 1<sup>st</sup> February 2018.

### **101/17 COMMITTEE MINUTES/WORKING GROUP MINUTES**

101/17.1 Minutes of the **Amenities Committee** held on Monday 23rd October (draft) were received.

101/17.2 **Minutes of the Policy & Resources Committee** on Monday 25th September & Wednesday 8th November (draft) were received.

102/17.3 **Minutes of the Town Development & Planning Committee** on Wednesday 4th October, Wednesday 25th October & Wednesday 15th November (draft) were received.

102/17.4 Notes of the **Town Events Working Group** meeting on 19th October 2017 (draft) were received.

102/17.5 Notes of the **Emergency Planning Working Group** meetings on 9th October 2017 and 24th October 2017 (draft) were received.

102/17.6 Notes of the **Finance Working Group** Meeting held on 13th November 2017 (draft) were received.

### **103/17 FUNDING FOR MASTERPLAN**

Cllr Rounds provided a verbal update on the background to the Masterplan. The current budget has been spent and a request to transfer money from General Reserves was

discussed. S106 money from the Tesco development towards a Town Plan is expected from Wiltshire Council.

It was proposed by Cllr Rounds , seconded the Town Mayor – Cllr Trotman and proposed to transfer £15,000 from General Reserves to the Masterplan budget and appoint a Masterplan Consultant for three months and delegate to the Masterplan working group to review future terms.

For 3 Against 6 Abstentions 2  
The motion was lost

It was proposed by Cllr Rounds, seconded by Cllr Merrick and

**RESOLVED TO** transfer £5,000 from General Reserves to the Masterplan budget and appoint a Masterplan Consultant for three months and delegate to the Masterplan working group to review future terms and provide an update to the next Full Council meeting.

For 7 Against 2 Abstentions 2

#### **104/17 CHRISTMAS & NEW YEAR OPENING 2017/2018**

104/17.1 It was proposed by the Town Mayor – Cllr Trotman, seconded by the Deputy Town Mayor – Cllr Ansell and

**RESOLVED** to approve the Christmas & New Year opening times for Bank House and delegate to the Acting Town Clerk to progress

104/17.2 It was proposed by the Town Mayor – Cllr Trotman, seconded by the Deputy Town Mayor – Cllr Ansell and

**RESOLVED** to approve the Christmas & New Year opening times for Beversbrook and delegate to the Head of Leisure to progress

#### **105/17 CALENDAR OF MEETINGS 2018/2019**

It was proposed by the Town Mayor – Cllr Trotman, seconded by Cllr Merrick and

**RESOLVED** to approve the Calendar of Meetings for 2018/2019

#### **106/17 ACCOUNTS PAID**

The following payments were noted:

Cheque Number 000168, Pages 2684-2688, Cheque Number 167, Cheque Number 166, Pages 2674-2678, Cheque Number 164 (Petty Cash), Page 2652, 2653-2655

## **107/17 UPDATES**

The following updates were received

### **107/17.1 CALNE COMMUNITY SAFETY FORUM**

The draft minutes of the meeting held on Wednesday 13th September 2017 were received

### **107/17.2 CALNE AREA PARISH FORUM**

The notes of the meetings held on 5th September 2017 and Tuesday 10th October 2017 were received.

### **107/17..3 CALNE & DISTRICT TWINNING ASSOCIATION**

The notes of the meeting held on 16th August, Wednesday 27th September and Tuesday 7th November were received.

### **107/17.4 CASTLEFIELD'S CANAL & RIVER PARK**

The notes of the meeting held on 21st September 2017 were received.

## **108/17 CONFIDENTIAL SESSION**

It was proposed by the Town Mayor – Cllr Trotman, seconded by Cllr Couchman

**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.

Public part of the meeting closed at 21:04

## **108.17 CONFIDENTIAL MINUTES**

### **108/17.1 Confidential Minutes**

It was proposed by Cllr Couchman, seconded by Cllr Bennett and

**RESOLVED** to confirm, as a true record the Draft Confidential Minutes of the Extraordinary Town Council meeting on 13th November 2017

108/17.2 to note the Draft Confidential Minutes of the Amenities Committee meeting on 23rd October 2017.

108/17.4 to note the Draft Confidential Minutes of the Policy & Resources Committee Wednesday 8th November (draft)

108.17.5 to receive minutes from the Personnel Sub Committees meeting.

**109/17 RESPONSE TO QUESTION ABOUT THE PROPER OFFICER**

The Town Mayor – Cllr Trotman read out statement regarding the Proper Officer and Responsible Finance Officer roles.

Meeting Closed at 21:15

Signed:

Dated: