

## CALNE TOWN COUNCIL

### Minutes of the Town Council meeting held in the Large Hall, Town Hall on Monday 6<sup>th</sup> February 2017

**PRESENT:** Councillor Mrs G J Ansell - Chair  
Councillor Mrs M J Baggs  
Councillor C M R Boase  
Councillor Ms H E Canfer  
Councillor D I Conway  
Councillor S Denley  
Councillor R C MacNaughton  
Councillor H R Marshall  
Councillor A S Muir  
Councillor Dr J Reid  
Councillor P A B Venton  
Councillor D L Warnett

**OFFICERS:** Jeannette Young – Acting Proper Officer (JY)  
Clare Harris – PA to the Town Clerk (CH)  
Stuart West – Head of Operations (SW)

#### **PRESS & PUBLIC:**

There were four members of the public in attendance, two of whom spoke during public participation.

#### **82/16 ELECT A CHAIR**

In the absence of the Town Mayor, Councillor Rounds and the Deputy Town Mayor, Councillor Trotman,

It was proposed by Councillor Mrs Baggs, seconded by Councillor Ms Canfer and

***RESOLVED** to elect Councillor Mrs Ansell to Chair this meeting.*

#### **83/16 ELECT A PROPER OFFICER**

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

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

The Town Mayor reminded members that whilst Jeannette Young has agreed to assume the role of Acting Proper Office in the Town Clerk's absence, she is not CILCA trained and has no legal or financial qualification in this sector. Jeannette may be unable to answer some

questions from members at meetings however, she will take any unanswered questions away, seek advice and/or guidance and respond as soon as practicable.

#### **84/16 APOLOGIES**

Apologies were received from the Town Mayor, Councillor Rounds, Deputy Town Mayor, Councillor Trotman, Councillors Davies, Hill, Stigwood and Widger.

#### **85/16 DECLARATIONS OF INTEREST**

There were no declarations of interest.

#### **86/16 MINUTES**

Councillor Warnett raised bullet three in minute 80/16 relating to the Campus project confirming he has been unable to find confirmation that Calne Town Council are not contractually obliged to pursue this project further. Councillor Warnett recommended that it is in the best interests of the Council to seek a letter of confirmation from Wiltshire Council.

It was proposed by Councillor Warnett, seconded by Councillor Boase and

***UNANIMOUSLY RESOLVED** to request that a letter is sent to Wiltshire Council seeking clarification that Calne Town Council is not contractually obliged to pursue the Campus project at Beversbrook.*

Councillor Warnett highlighted minute 81/16 which states incorrectly that he questioned why the Finance Working Group minutes are held within confidential session. He did in fact ask why Finance Working Group meetings are not public. The Chair confirmed that whilst Council is obliged to advertise and publish minutes of Committee meetings, it is not legally obliged to advertise and publish minutes of working groups. Minutes where possible will be published and officers will implement this in due course.

With the above comments and amendments, the Minutes of the Extraordinary Town Council meeting held on 17<sup>th</sup> January 2017, having previously been circulated, were approved and signed by the Chair.

#### **87/16 TOWN MAYOR'S ANNOUNCEMENTS**

**86.1 A Proclamation of Calne Township, United States of America – noted.**

Members noted the proclamation. Councillor Ms Canfer, Chair of the Calne & District Twinning Association, confirmed that our American counterparts are visiting in June of this year during Summer Festival.

The Chair asked that all phones are turned off or switched to silent and that no text messages are sent during meeting, unless vital.

## **87/16 POLICING IN CALNE**

### **87.1 POLICE REPORT**

Members congratulated PC Hazel Anderson on a very comprehensive and detailed report. Some members have already signed up to Community Messaging and encouraged everyone to do the same. The Chair confirmed that she has taken some issues up with the Commissioner recently regarding the 101 service, in that calls can take up to 25 minutes to be answered/dealt with, which is clearly not acceptable.

## **88/16 REPORT FROM UNITARY COUNCILLORS**

The Chair confirmed that Wiltshire Council have issued their Council Tax figures based on a 4.99% increase to incorporate a 1.99% on levy and 3% on Health & Wellbeing.

It was noted that whilst the Band D figure in Calne is considered high, arrangements have been made over the last few years to accommodate the withdrawal of the revenue support from Wiltshire Council, whereas other towns have not and could therefore be looking at dramatic increases in their precepts.

## **89/16 COMMITTEE/WORKING GROUP MINUTES**

### **89.1 TOWN DEVELOPMENT & PLANNING COMMITTEE**

It was proposed by Councillor Ms Canfer, seconded by Councillor Mrs Baggs and

***UNANIMOUSLY RESOLVED** to receive the minutes of the meetings held on 16<sup>th</sup> November and 7<sup>th</sup> December 2016, 4<sup>th</sup> and 25<sup>th</sup> January 2017.*

### **89.2 AMENITIES COMMITTEE**

It was proposed by Councillor Marshall, seconded by Councillor Ms Canfer and

***UNANIMOUSLY RESOLVED** to receive the minutes of the meeting held on 12<sup>th</sup> December 2016.*

### **89.3 POLICY & RESOURCES COMMITTEE**

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

***UNANIMOUSLY RESOLVED** to receive the minutes of the meeting held on 16<sup>th</sup> January 2017.*

#### **89.4 CALNE COMMUNITY NEIGHBOURHOOD PLAN STEERING GROUP**

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

***UNANIMOUSLY RESOLVED** to note the minutes of the meeting held on 17<sup>th</sup> November 2016.*

#### **89.5 TOWN EVENTS WORKING GROUP**

Members noted the notes of the meetings held on 5<sup>th</sup> October 2016 and 25<sup>th</sup> January 2017.

### **90/16 REPORTS FROM OFFICERS OF THE COUNCIL**

#### **90.1 CASTLEFIELD'S WALL PROJECT UPDATE**

##### **90.1.1 REPORT & ACCOUNT SUMMARY BY STUART WEST.**

Councillor Warnett asked if the recent damage to the wall caused by frost is covered within the one year Defects Liability Period. SW confirmed that this was the case and the repairs would be covered. SW confirmed that lime mortar is slow curing and can take days/weeks to cure in normal weather. Unfortunately the mortar was laid during a cold period of weather however, guidelines specify that provided the temperature does not fall below 5° works can continue.

There was still concern that if there is a substantial collapse whether that would fall under the contractors to repair. SW confirmed that the collapsed sections in Zones 1 and 2 are outside of the scope of works agreed by Council at its meeting on 20<sup>th</sup> October 2016. The only works undertaken on these sections have been the insertion of ground anchors and ties to hold the side of the collapsed section in place of which 2-3 square metres of the face have collapsed. Whilst there is still money in the S106 budget for these works, approval has not been granted by Council. SW is waiting for completion of the initial phase of works, to ensure that this is signed off and handed over, before he begins investigating the works necessary and costs involved in the completion of these two zones. SW will bring a report back to Council with his recommendations.

A final report and statement of accounts on completion were also requested.

##### **90.1.2 REPORT BY MARK SAINT, MEA**

Members noted the report.

### **91/16 CALNE COMMUNITY NEIGHBOURHOOD PLAN**

Councillor MacNaughton confirmed that over 70 comments were received during the consultation period. The Steering Group, in liaison with their consultant, worked through all of

the comments and have agreed a small amount of changes to be incorporated into the final submission document. Councillor Warnett was not happy to approve the submission of the document when the scope and detail of the changes being incorporated is unknown. CH confirmed that, prior to submission; she will circulate a link to the final document by email, signposting members to the minor changes made and inviting comments.

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

***UNANIMOUSLY RESOLVED** to approve the submission of the Draft Calne Community Neighbourhood Plan, once finalised and having been previously circulated to members for comments, to Wiltshire Council.*

## **92/16 COMMITTEE/WORKING GROUP MEMBERSHIP**

### **92.1 TOWN DEVELOPMENT & PLANNING COMMITTEE**

Councillor Mrs Baggs put herself forward to sit on this committee until the end of the municipal year.

### **92.2 POLICY & RESOURCES COMMITTEE**

Councillor Redmond, whilst not present at the meeting, had previously intimated his interest in filling this vacancy. There being no other nominations, this was accepted. CH to contact Councillor Redmond to confirm his appointment.

### **92.3 FINANCE WORKING GROUP**

Members noted the need to rectify this error and Councillor Marshall confirmed he was happy to sit on this working group until the end of the municipal year.

## **93/16 ACCOUNTS**

Councillor Warnett questioned the amounts paid in relation to event administration for the Guinness World Record attempt (GWR) on pages 2366 and 2367. He was under the understanding that the GWR attempt was not going to require any additional funding to deliver. JY confirmed that additional cover was required in the office due to staff sickness in the lead up to the event and that this was unforeseeable. Councillor Warnett also questioned the payment on page 2370 relating to power and lighting for the GWR attempt. Again, he questioned the additional expenditure in relation to this event. JY confirmed that whilst a small proportion of this was planned for and included within the Festive Lighting budget, she was confident that the balance was recovered from the Bible Society. JY confirmed that she would check and confirm the details following the meeting and report back to members with a breakdown on expenditure in relation to the GWR Attempt.

**93.1 Accounts Paid** – dated 24<sup>th</sup> November 2016, pages 2343-2346, 30<sup>th</sup> November 2016 (Petty Cash), 14<sup>th</sup> December 2016, pages 2364-2370, 31<sup>st</sup> December 2016

(Petty Cash), 12<sup>th</sup> January 2017, pages 2392-2400, 26<sup>th</sup> January 2017 and pages 2404-2409, were noted and approved.

## **94/16 ITEMS FOR INFORMATION**

### **94.1 CALNE COMMUNITY SAFETY FORUM**

Councillor Marshall confirmed that within the minutes of the meeting held on 18<sup>th</sup> January 2017 there was reference to the abandoned property at 82 Anchor Road. Councillor Marshall has taken up this issue with the legal team at Wiltshire Council and confirmed that he will see it through to resolution. Councillor Mrs Baggs stated that she has been trying to get this issue resolved for 9 years to no avail. Councillor Mrs Baggs suggested that Environmental Health need to step in and resolve this issue as there are now rats in the property.

The minutes of the meetings held on 23<sup>rd</sup> November 2016 and 18<sup>th</sup> January 2017 were noted.

### **94.2 CALNE COMMUNITY DEMENTIA ACTION ALLIANCE**

The action plan from the meeting held on 28<sup>th</sup> November 2016 was noted.

### **94.3 CALNE OUR PLACE ANNUAL REPORT 2016**

The report was noted.

### **94.4 CASTLEFIELD'S CANAL & RIVER PARK**

The minutes of the meetings held on 12<sup>th</sup> January 2017 were noted.

## **95/16 CONFIDENTIAL SESSION**

Councillor Warnett questioned the items for discussion within confidential session, stating that in his opinion they should be included within the public session. It was noted that the Town Centre Masterplan is commercially sensitive in areas and as such the information is not yet in the public domain. Both Motions were also placed in confidential session due to the nature of the business being discussed and to allow open and free debate on what are potentially sensitive matters for the Council. Councillor Warnett stated he would be happy for the discussions to take place in confidential session if the outcomes were made public.

It was proposed by Councillor Marshall, seconded by Councillor Denley 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.

## 95.1 TOWN CENTRE MASTERPLAN

Members noted the update from Gerald Milward-Oliver. Members questioned why this process is taking so long. It was noted that on-going discussions and negotiations with landowners and stakeholders have taken place in order to achieve and agree a viable solution for all. These discussions are gathering momentum and we are starting to see progress.

There were some discussions relating to the car parking areas within the Masterplan boundary. It was noted that following the restrictions put in place in the lower Sainsbury's car park, members of the public are using the old Friday Market Place as a free, long stay car park. This area is owned by Wiltshire Council. It was noted that Wiltshire Council are seeking to secure this car park to prevent the public from parking here. There was a will amongst Council to take this issue up with Wiltshire Council to prevent them from doing this.

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

***UNANIMOUSLY RESOLVED*** to request that a letter is sent to Wiltshire Council requesting that they do not close this car park in the Town Centre.

*This part of the meeting was concluded and members moved to confidential session.*