

## **CALNE TOWN COUNCIL**

### **Minutes of the Meeting of the Town Council held in the Large Hall on Monday 4 April 2016**

**PRESENT:** Councillor H R Marshall – Town Mayor  
Councillor T W B Rounds – Deputy Town Mayor  
Councillor Mrs G J Ansell  
Councillor Mrs M J Baggs  
Councillor C M Boase  
Councillor Ms HE Canfer  
Councillor D I Conway  
Councillor A K Hill  
Councillor R C MacNaughton  
Councillor Dr J Reid  
Councillor R J Stigwood  
Councillor A J Trotman  
Councillor PA B Venton (arrived 7.18pm)  
Councillor D L Warnett

**OFFICERS:** Mrs L Roberts – Town Clerk  
Mrs C Harris – PA to Town Clerk

#### **83/15 APOLOGIES**

Apologies were received from Councillors Davies, Muir, Redmond & Widger.

#### **84/15 DECLARATIONS OF INTEREST**

There were no declarations of interest.

#### **85/15 MINUTES**

The Minutes of the Extraordinary Town Council Meeting held on Monday 7 March 2016, having previously been circulated, were signed by the Town Mayor as a correct record.

#### **86/15 TOWN MAYOR'S ANNOUNCEMENTS**

##### **86.1 Election of Deputy Town Mayor 2016/17 Municipal Year**

The standing orders relating to the election of Deputy Town Mayor 2016/17 were noted.

## **86.2 Town Mayor Elect – 2016/17**

Councillor Rounds, having been elected as Deputy Town Mayor for the 2015/16 Municipal Year is the Town Mayor-Elect for 2016/17 and will be ratified as such at the Annual Meeting and Mayor Making on 9 May 2016 in accordance with Standing Order 3e.

## **86.3 Nominations for Deputy Town Mayor – 2016/17**

The Town Mayor asked for nominations for Deputy Town Mayor.

Councillor Mrs Canfer nominated Councillor Trotman with a short speech and this was seconded by Councillor Mrs Baggs.

There were no further nominations.

Councillor Trotman thanked his fellow Councillors for their kind words of support and accepted the nomination. Councillor Trotman very much looks forward to an exciting year as Deputy Town Mayor, working alongside and supporting Councillor Rounds as Town Mayor, the Town Clerk and officers of the Town Council. The 2017 elections will certainly bring some challenges and changes and he hopes to be able to use the experience he has gained over the years to guide and support new Councillors in their roles.

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

***UNANIMOUSLY RESOLVED** to elect Councillor Trotman as Deputy Town Mayor for the 2016/17 Municipal Year.*

**86.4 Town Mayor's 60s Night** - The Town Mayor confirmed that it is with regret that he has made the decision to cancel this event due to a lack of ticket sales.

**86.5 Special Civic Service to mark the Queen's 90th Birthday** - Members were asked to put this date in their diaries as their attendance will be required.

**86.6 Annual Parish and Civic Awards** – The Town Mayor noted that out of 19 Councillors, only 6 councillors attended and only 11 apologies were received. The Town Mayor was very disappointed in the numbers of Councillors present at this Civic event. There were approximately 50 members of the public present. Next year the Annual Parish Meeting will take place on Friday 24 March 2017.

## **87/15 POLICING IN CALNE**

### **87.1 Police Briefing Paper**

The report, which is attached to and forms part of these minutes was noted by members.

Councillor Trotman confirmed that he attended the Calne Community Safety Forum Meeting last week and that there was some concern over the lack of police presence in the town of late and the apparent increase/return of acts of vandalism (in particular at Castlefield's Park). Cllr Trotman was tasked with writing to the PCC stating these concerns, which he has done. He is aware that the NPT are stretched as far as resources are concerned. It was also noted that we haven't had a representative attend these meetings for some time. Cllr Trotman will raise these questions at the Area Board on Tuesday 5 April, should a representative be in attendance at that meeting.

## **88/15 REPORTS FROM UNITARY COUNCILLORS**

The Town Mayor updated members with regards the proposed changes to community youth support at Wiltshire Council. Even though cuts were made to this service back in 2015 yet more cuts are planned, with 18 Community Youth Officers being cut to just 7, who will have responsibility for three community areas. It is proposed that the Community Engagement Officer (in our case, Jane Vaughan) will pick up the slack and the rest of the work will be undertaken by volunteers. These new roles will be called 'Locality Youth Facilitators' (LYF). The proposal will see five LYF's and two assistants, who will cover the whole of the county.

Cllr Baggs commented that Natalie Viveash, the apprentice Youth Worker in Calne is fantastic and 'worth her weight in gold'. She engages very well with the young people and is a huge support at the Drop in Centre. The Town Mayor confirmed that, as far as he is aware, the apprentices will not be affected and he presumes they will stay where they are placed. Calne has been recognised as a good working model and it is hoped that we will not encounter too many changes, however this is yet to be confirmed. The Town Mayor confirmed that the proposal being put forward by the LYN to run the café in William Street one night per week will still stand. The youth club being proposed for one night a week at Beversbrook, is being run by SEN and funding has already been approved.

Cllr Hill explained to members that he has been working on the applications and appeals pending regarding the Hills site at Lower Compton. Back in 2015, Cllr Hill and fellow Councillors, managed to convince the Strategic Planning Committee of Wiltshire Council that Lower Compton was not an appropriate site for a strategic facility and as a result the application was turned down. Hills have since appealed and that appeal is due to be heard on 6 September 2016.

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

***UNANIMOUSLY AGREED** to propose a vote of thanks to Councillor Hill for his continued hard work over the last few years opposing the continuous stream of Hill's applications and appeals in respect of their site at Lower Compton. His efforts, regardless of the outcome, have not gone unnoticed and are very much appreciated by the Town Council.*

Cllr Mrs Ansell stated that she fully supports Cllr Hill in his work against Hills at Lower Compton and The Town Mayor in his concerns re the cuts in youth provision. Councillor Ansell urged members to fight both cases and register objections as Town Councillors. On a separate issue, Cllr Mrs Ansell confirmed that due to the huge success of the Beat the Street scheme which ran last year, she is hoping to re-introduce it again this year and funding is currently being sought. Cllr Mrs Ansell has also been involved recently in two disputes over the cutting down of trees in two separate locations in Calne; 2 trees at South Place and 4 trees at Cherry Tree Court. She believes Greensquare are responsible.

Cllr Trotman confirmed that the proposals for Calne Library will be discussed at tomorrow's Area Board meeting in the Town Hall. To summarise the plans, when The Hub relocates into the library it will be open for 6 days per week as opposed to 5 currently. The library is not closing. There is a briefing paper in The Hub with information about the proposals.

On a separate issue, Cllr Trotman confirmed that there are two forthcoming appeals relating to development in Calne; one for approx. 125 houses at land off Prince Charles Drive and another for approx. 40 houses on land at the top of Oxford Road.

In response to Cllr Trotman's comments on the library, Cllr Hill added that there will not be a reduction in library staff. It will open on more days and will be supported by Hub volunteers. There will be a trial of an electronic scheme to access the library with a swipe card system whilst unmanned. The library staff are very enthusiastic and looking forward to the trial.

Cllr Hill confirmed that the Calne Community Neighbourhood Plan Steering Group will be going back out to consultation in May 2016, asking for views on potential sites in Calne and Calne Without in light of the community benefits they may bring. Members of the public will be asked to vote on specific sites. Dates/venues to be confirmed however it is anticipated that this will consist of a one day event in both Calne and Calne Without.

## **89/15 COMMITTEE MINUTES / WORKING GROUP MINUTES**

### **89.1 Town Development and Planning Committee**

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

***UNANIMOUSLY RESOLVED** to receive the minutes of the meetings of the Town Development & Planning committee held on 16 February and 8 March 2016.*

#### **89.2 Amenities Committee**

It was proposed by Councillor Trotman, seconded by Councillor Conway and

***UNANIMOUSLY RESOLVED** to receive the minutes of the meeting of the Amenities Committee held on 29 February 2016.*

#### **89.3 Policy & Resources Committee**

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

***UNANIMOUSLY RESOLVED** to receive the minutes of the Policy & Resources committee held on 14 March 2016.*

#### **89.4 Calne Community Neighbourhood Plan Steering Group**

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

***UNANIMOUSLY RESOLVED** to note the minutes of the Calne Community Neighbourhood Plan Steering Group meetings held on 21 January, 4 February, 18 February and 3 March 2016.*

#### **89.5 Finance Working Group**

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

***UNANIMOUSLY RESOLVED** to note the minutes of the Finance Working Group meeting held on 22 February 2016.*

### **90/15 REPORTS FROM OFFICERS OF THE COUNCIL**

#### **90.1 Town Clerk's Governance Review Report**

In response to questions raised, the Town Clerk confirmed that she has already implemented/resolved some of the recommendations contained within the review and will continue to do so until all of the recommendations have been addressed.

## **90.2 Governance Health Check and Performance Review 2016**

Members noted the review.

## **90.3 Calendar of Meetings 2016/17**

Members noted the revised calendar.

## **90.4 Public Conveniences at The Pippin**

Cllr Hill explained that the toilets at The Pippin were closed by Wiltshire Council on 1 April 2016 as they no longer have the manpower to maintain them and keep them clean. The proposal before us is an asset transfer of the building and land to Calne Town Council, however there are on-going associated costs which we will have to bear; maintenance, cleaning, non domestic rates etc. in order to keep the facility going. Members of the Town Development & Planning committee felt that in view of the fact that we are trying to attract tourism to the town and in light the number of well attended events we run, these toilets are vital for our town centre. If we clean the toilets using our existing workforce we could reduce these costs by approximately £9,000. As part of the community asset transfer request the Town Clerk will be ensuring that there are no caveats on the building, so that when the Masterplan comes to fruition, and toilets are incorporated as part of that development, we have a building to re-use which could generate some income for the Town Council and/or be used by the community.

Cllr Venton requested clarification as to whether the Town Council need to purchase extra equipment for the cleaning of the facilities? The Town Clerk confirmed that no special equipment is required. We have a DOFF machine which we can use, but no other specialist equipment will need to be purchased.

Cllr Reid asked if we intend to lock them up at night/open them in the morning? The Town Clerk confirmed that she will be talking to the manager of Sainsbury's to see if we can work together with regards the opening and locking up of the toilets, which should in turn take pressure off the customer toilet facilities within the Sainsbury's store.

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

***UNANIMOUSLY RESOLVED*** to approve the recommendation from the Town Development & Planning committee that Calne Town Council take ownership of the public conveniences at The Pippin as part of a Community Asset Transfer and that the funds are vired from the General Reserves.

#### **90.5 Calne Community Dementia Action Alliance**

Members noted the report.

#### **90.6 Skatepark Donation**

Members were very grateful for the kind donation from Mrs Griffin. Members noted the letters exchanged.

#### **90.7 Report on Contribution for The Skatepark**

There was much discussion over this application and the manner in which it has been brought to this committee, with this in mind;

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

***RESOLVED** that any future requests for funding for the Skatepark, come to the Town Council as a grant application in line with correct process.*

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

***RESOLVED** to approve a contribution of £1500.00 to the Bowl Group with the funds to be taken from the General Reserves.*

#### **90.8 Report on Purchase of Equipment for the All Weather Pitch (AWP) at Beversbrook**

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

***UNANIMOUSLY RESOLVED** to approve the purchase of necessary equipment to maintain the new All Weather Pitch and the storage container to house it.*

#### **90.9 Data Protection Policy**

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

***RESOLVED** to approve and adopt the Data Protection Policy as presented.*

#### **90.10 Councillor Vacancy on Calne Community Area Transport Group**

Cllr Stigwood put himself forward to sit on the Calne Community Area Transport Group. This was seconded by Councillor Mrs Ansell and unanimously agreed that Cllr Stigwood represents the Town Council on this group with immediate effect.

## **91/15 ACCOUNTS**

### **91.1 Accounts Paid**

The accounts schedules dated 11 February 2016, page 2027, 11 February 2016, page 2034, 11 February 2016, pages 2028-2033, 25 February 2016, page 2037, 25 February 2016, page 2040-2043, 29 February 2016, (Petty Cash), 09 March 2016, pages 2053-2056, 17 March 2016, pages 2061-2062 were noted and approved.

## **92/15 ITEMS FOR INFORMATION**

**92.1 Britain in Bloom Working Group** – Minutes of the meetings held on 8 February and 14<sup>th</sup> March 2016 were noted.

**92.2 Calne Community Safety Forum** – Minutes of the meeting held on 20 January and 23 March 2016 were noted.

**92.3 Calne and District Twinning Association** – Minutes of the meetings held on 3, 22 February and 14 March 2016 were noted.

**92.4 Calne Heritage Centre Trust** – Minutes of the meeting held on 26 January 2016 were noted.

**92.5 Castlefield's Canal and River Park Association** – Minutes of the Committee meetings held on 17 March 2016 were noted.

## **93/15 WILTSHIRE COUNCIL COMMUNITY GOVERNANCE REVIEW**

Members noted the review.

## **94/15 SPECIAL CHRISTMAS FESTIVAL - 3 DECEMBER 2016**

The Town Mayor reminded members of the date and added a plea for marshals on the night.

## **95/15 CONFIDENTIAL SESSION – STAFFING REVIEW UPDATE**

It was **RESOLVED** that in view of the Confidential Nature of the business about to be transacted, that the public and press be excluded and they were instructed to withdraw.