

CALNE TOWN COUNCIL

Draft Minutes of the Meeting of the Town Council held in the Large Hall on Monday 2 February 2015

PRESENT:

Councillor Ms H E Canfer – Town Mayor
Councillor H R Marshall – Deputy Town Mayor
Councillor Mrs G J Ansell
Councillor C M R Boase
Councillor D I Conway
Councillor D J Davies
Councillor S Denley
Councillor A K Hill
Councillor R C MacNaughton
Councillor P M Redmond (7.25pm)
Councillor Dr J Reid
Councillor T W B Rounds
Councillor D F Short
Councillor M J Stebbing
Councillor A J Trotman
Councillor G P Widger

IN ATTENDANCE:

Reverend S King
Mr A Lawton – Gazette & Herald
Mr A Haines – Calne Springs
Mr P Vujakovic – Calne Springs

OFFICERS:

Mrs J Edwards – Community Services Manager
Mrs S Chappell – Support Services Manager
Mrs A C Cawkwell – Finance & Committee Officer

73/14 It was proposed by the Town Mayor, Councillor Ms Canfer, seconded by the Deputy Town Mayor, Councillor Marshall and

UNANIMOUSLY RESOLVED that due to the absence of the Town Clerk, the Community Services Manager would fulfil the role of Proper Officer at this meeting.

74/14 APOLOGIES

Apologies had been received from Councillor Mrs Baggs and Councillor Warnett. Councillor Redmond would be arriving late.

75/14 DECLARATIONS OF INTEREST

There were no declarations of interest received.

76/14 MINUTES

The Minutes of the Town Council Meeting held on Monday 24 November 2014, having previously been circulated, were signed by the Town Mayor as a correct record.

77/14 TOWN MAYOR'S ANNOUNCEMENTS

77.1 *Town Mayor's Event* – The Town Mayor's event would take place at the end of March/beginning of April and would be announced shortly.

78/14 POLICING IN CALNE

78.1 *Police Report* – The report, which is attached to and forms part of these minutes, was noted by members. A query was raised concerning the pubwatch scheme as the report stated this was in its infancy. It was thought this had been running for a while, however, the Community Services Manager informed that the pubwatch scheme had stopped for a while and had now been reinstigated.

79/14 REPORT FROM UNITARY COUNCILLORS

Unitary Councillors updated members on the following:

- Councillor Hill informed that the first phase of Campus, Beversbrook, was progressing well. Work had begun on drainage and the All Weather Pitch tenders had been drawn up. Detailed drawings for the extension to the Pavilion should be ready at the end of March. Detailed drawings for the crossing had also been drawn up, located between Beversbrook entrance and Stanier Road, rather than at the existing refuge area. The tendering process was likely to begin in the next few weeks.
- Councillor Trotman informed that a meeting had been held at Wiltshire Council on 20 January to accept the Core Strategy; judicial reviews would be taking place over the next six weeks. An additional 42,000 houses are expected in Wiltshire, with a five year land supply, which could affect future planning applications.
- Community infrastructure levy examination hearings will hopefully come into effect in April. Whereby extra funding or recycled infrastructure will be available from builders based on per square metre of housebuild. If a neighbourhood plan is in place this will provide 25% funding for communities, or 15% if a neighbourhood plan is not in place.
- A budget meeting is due to take place at Wiltshire Council on Tuesday and this will involve a lot of debate and discussion.

80/14 COMMITTEE MINUTES

80.1 Town Development and Planning Committee

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

RESOLVED that the Minutes of the Town Development and Planning Committee meetings held on 11 November, 2 December 2014 and 6 January 2015 be received.

80.2 Amenities Committee

It was proposed by Councillor Widger, seconded by Councillor Denley and

RESOLVED that the Minutes of the Meeting of the Amenities Committee held on 8 December 2014 be received.

Councillor Dr Reid pointed out that she had not received the Agenda papers for this meeting and was unsure of its start time. She had arrived at 6.45 pm when the meeting had finished. She wished her apologies to be recorded as she had wanted to attend this meeting.

80.3 Policy & Resources Committee

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

RESOLVED that the Minutes of the Policy and Resources Committee meeting held on 19 January 2015 be received.

80.4 Minutes of the Finance Working Group Meetings

The Minutes of the Finance Working Group meetings held on 15 January and 26 January 2015 were noted and the following points were raised:

- It was pointed out that there would be very little, if any, surplus at the year end.
- It was suggested that some additional funding could go towards Britain in Bloom, however, it was pointed out that the budget for next year had already been agreed and set. Additional sponsorship would, however, help this project.

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

UNANIMOUSLY RESOLVED that any surplus amount at the year end should be allocated to a General Reserve.

81/14 REPORTS FROM OFFICERS OF THE COUNCIL

81.1 Calne Civic Awards

The report of the Deputy Town Mayor is attached to and forms part of these Minutes.

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

UNANIMOUSLY RESOLVED to support the proposal to change the way Calne's Civic Awards are presented, as detailed in the report.

81.2 Free Use of the Town Hall

The report of the Support Services Manager, which is attached to and forms part of these Minutes, was discussed by members and it was felt this was a much better procedure.

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

UNANIMOUSLY RESOLVED to approve the discontinuation of the term Free Use from the Grants, Donations and Free Use policy and adopt the processes as detailed in the report.

81.3 Proposal for Council to Consider an Alternative to the Calne Connection

The report of the Community Services Manager, which is attached to and forms part of these Minutes, was discussed by members and the following issues were raised:

- Councillor Hill stated the Calne Connection represents a quality Council, without advertising and is all about Calne Town Council. There was no problem in reappraising it, however, there was a slight concern over the lack of control over advertising. If the Town Council are to contribute £9K towards it, they should maintain control over it.
- The Community Services Manager stated that the Town Council would still have editorial control, together with Calne Springs, and the magazine would still be delivered in the same format in a quality way.
- Mr Haines informed that advertising would not be accepted from anyone outside of the Calne Community, promoting Calne businesses, with the idea that all profits are fed back into Calne.
- Councillor Rounds was concerned as businesses already advertise in the Town Crier and as a government institution the Town Council should not go 'head to head' with the Town Crier.
- Mr Haines reassured that the printed magazine would support and back up events in Calne, and develop information on the Calne community.
- Councillor Rounds sought reassurance that a government body would not have an unfair advantage over a commercial organisation.

- Councillor McNaughton supported the idea of a magazine as lots of events happen in Calne which people are unaware of, however, he questioned the need for advertising, and suggested that we could work in partnership with the Town Crier, using the Calne Connection type document with no advertising.
- The Town Council needed something which stands out from the next, to distinguish itself. More information was required and the necessity for advertising was questioned.
- It was felt the magazine looked too similar to the Town Crier, and it was suggested that an A4 format is used as at present.
- In answer to a question concerning editorial control in partnership with Calne Springs, Mr Haines informed that he has software whereby editorial context is uploaded and a nominated person within Calne Town Council and Calne Springs would be able to view context at any time and change/remove it.
- Councillor Trotman stated that he had financial concerns as advertising could pay for the £2K required for additional copies produced, therefore the request for this additional funding from the Town Council would not be required.
- Councillor Rounds stated that rather than duplicate information, we should include Calne information, Committees, events etc and portray this information, to support tourism and community events, to people in the format of an A4 magazine. He was very wary of commercialising the Calne Connection and competing with other local businesses.
- Councillor Reid liked the existing Calne Connection document as it was, in its A4 size, with just enough information and not too much to read.
- Councillor Denley supported the new publication as it would promote tourism and give the opportunity for 'A' level students to get involved.
- The Community Services Manager, informed that we do have the General Power of Competence to raise income from such schemes.
- There was concern as the cost implications for the Town Council were unclear.

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

RESOLVED to defer a decision on an alternative to the Calne Connection until more information is available.

81.4 Representative on Calne Community Neighbourhood Plan Steering Group and Recommendation from CNPSG

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

UNANIMOUSLY RESOLVED that Councillor Hill and Councillor Boase should be included as members of the Calne Community Neighbourhood Plan Steering Group.

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

UNANIMOUSLY RESOLVED that the Calne Community Neighbourhood Plan Steering Group Terms of Reference are amended to show an increase in Town and Parish Councillor membership from 2 to 3 respectively.

81.5 *Thank you to Councillors for allowing reduced working hours over Christmas*

The thank you letter from the Staff Consultative Group was noted by members.

81.6 *Calne Town Hall Lift - Update*

The report of the Community Services Manager, which is attached to and forms part of these Minutes, was discussed by members and the following points were raised:

- It was confirmed that partial restoration of the lift was the recommended option from quotations received.
- Refurbishment will be comparable with replacing the lift. The report and survey show the replacement of almost everything in accordance with EU regulations.
- A new service contract had been agreed, in the first year a premium service package - making savings, and thereafter comprehensive annual service arrangements have been agreed.
- Members took this opportunity to discuss the situation regarding the Clock in the Town Hall, and were informed that the four panes which required replacement had increased to 8 since the initial quotation and this would incur an additional cost of £340. Photographs have been taken to show that these additional panes had cracked since the original assessment.

81.7 *Update of the Skatepark, Station Road*

The report of the Outdoor Services and Facilities Manager, which is attached to and forms part of these minutes, was discussed by members and the following points were raised:

- The Deputy Town Mayor, Councillor Marshall, stated that the skatepark was much better than he had expected, although a little behind schedule due to the weather. The contractor had done a fantastic job, and all looked good. It was hoped that at the end of the week some of the skater committee would 'give it a try'. Until all is up and running, including the camera, the gates would remain locked.
- An official opening of the skatepark is hoped to take place around April, however, this was up to the committee of young people to decide.
- This is the first phase, and has used the £147k allocated for the project. Any further phase would require additional funding and would be up to the skatepark committee to decide.

- A suggestion has been made for a parkour park on the land which remains, however, again this will be a decision for the youngsters to make. Thought would need to go into fundraising and justification of any decisions made.
- Rumour had spread that the skatepark had cost the Town Council £1m, perhaps an article could be placed in the Calne Connection to state the facts. It was hoped that full advertising would take place when the project was finalised.

82/14 ACCOUNTS

82.1 *Accounts Paid*

The Accounts Schedules dated 27 November 2014, page 1582, 27 November 2014, pages 1583-1585, 28 November 2014 (Petty Cash), 11 December 2014, page 1597, 12 December 2014, pages 1598-1603, 12 December 2014 note re payment of Wheelscape Ltd, 31 December 2014 (Petty Cash), 7 January 2015, pages 1618-1619, 7 January 2015, pages 1620-1622, 15 January 2015, page 1632 and 15 January 2015, pages 1633-1635 were noted and approved.

83/14 ITEMS FOR INFORMATION

- 83.1 *Britain in Bloom Working Group*** – The Minutes of the meetings held on 8 December 2014 and 12 January 2015 were noted by members.
- 83.2 *Calne Community Neighbourhood Plan Steering Group*** – The Minutes of the meetings held on 16 December 2014 and 8 January 2015 were noted.
- 83.3 *Calne Community Safety Forum*** – The Minutes of the meeting held on 26 November 2014 were noted by members.
- 83.4 *Calne Culture and Tourism Working Group*** – The Minutes of the meeting held on 13 January 2015 were noted.
- 83.5 *Calne Heritage Centre Trust*** – The Minutes of the meetings held on 16 September and 18 November 2014 were noted.
- 83.6 *Castlefields Canal and River Park Association*** – The Minutes of the meeting held on 20 November 2014 were noted.
- 83.7 *Focus on Five Group*** – Minutes of the meeting held on 18 November 2014 attached.
- 83.9 *Renewable Energy Steering Group*** – The Minutes of the meeting held on 7 January 2015 were noted.

84/14 CONFIDENTIAL SESSION

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.

DRAFT