

CALNE TOWN COUNCIL

Minutes of the Meeting of the Town Council held in the Large Hall on Monday 8 February 2016

PRESENT: Councillor H R Marshall – Town Mayor
Councillor T W B Rounds – Deputy Town Mayor
Councillor C M R Boase
Councillor Ms H E Canfer
Councillor D I Conway
Councillor S Denley
Councillor A K Hill
Councillor R C MacNaughton
Councillor A Muir
Councillor P M Redmond
Councillor Dr J Reid
Councillor P A B Venton

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

71/15 APOLOGIES

Apologies were received from the Town Mayor's Chaplain, Rev Sam King, Councillor Mrs Ansell, Councillor Mrs Baggs and Councillors Davies, Stigwood, Trotman, Warnett & Widger.

72/15 DECLARATIONS OF INTEREST

There were no declarations received.

73/15 MINUTES

The Minutes of the Town Council Meeting held on Monday 23 November 2015, having previously been circulated, were signed by the Town Mayor as a correct record.

74/15 TOWN MAYOR'S ANNOUNCEMENTS

74.1 Mayoral Shindig – Friday 22 April 2016

The Town Mayor, Councillor Marshall gave brief details of his Mayoral Shindig which will include a 60's Band, 60's themed food and people will be encouraged to dress in fancy dress. Tickets prices and details will be circulated as soon as possible.

74.2 The Annual Parish meeting & Civic Annual Awards – Friday 18 March 2016

The Town Mayor explained the change of date for the Annual Parish Meeting (APM) which usually precedes a Full Council meeting in April. This meeting will now incorporate Civic Awards presentations in an attempt to draw more public to this meeting. The agenda for the APM is currently being set, but it will include, reports from Committees, updates on projects and will give those clubs and groups who have been awarded grants, to come along and update on their progress etc. After the meeting there will light refreshments, the bar will be opened and there will be some musical entertainment.

75/15 POLICING IN CALNE

75.1 Police Report

Members noted the report which is far more detailed than previous reports, and as such may paint a slightly negative picture of crime levels in the town. It was noted however that Calne and indeed Wiltshire are very safe in terms of crime. The following additional comments were made:

- Cllr Venton explained there has been a spate of vandalism to cars in the Shelburne Road/London Road area. Cllr Venton has also had his wing mirrors ripped off his car. The Town Clerk confirmed that the Town Council have a deployable camera which can be deployed, subject to a feasibility study, to areas of the town experiencing anti-social behaviour. Any footage gathered will be shared with the Police for further investigation. Cllr Venton confirmed that he would be very interested in pursuing this for the benefit of his neighbourhood as unless there is actual CCTV footage of such acts, nothing can be done.
- It was noted that the mobile CCTV van seems to be parked in the Police station car park and questioned if it is used in the town. Cllr Hill responded confirming that it is deployed and whilst it may look unmanned it can be operated remotely. It was noted that members are welcome to submit requests for its deployment in the town. The NPT obviously monitor and position it in required locations but it was suggested that if members have evidence of a need in other locations in the town then they should put in a request to the NPT.

76/15 REPORT FROM UNITARY COUNCILLORS

Councillor Hill confirmed that the roadworks on Beversbrook Road are due to the installation of the Toucan crossing, phase one of the Campus project outside of Beversbrook Sports & Community Facility. The all weather pitch is the second phase of the project and works will

commence soon. The architect is currently drawing up plans for the pavilion extension and these will be submitted to the Town Council soon.

The Community Hub is moving into the Library and these works will take place during the Summer of 2016.

Calne Leisure Centre is going to be completely revamped and refurbished. Calne is lucky to be receiving such investment as a number of other towns in Wiltshire have had their Campus projects scaled down or worse still, cut altogether.

The appeal against the refusal of the planning application for development of approx. 57 houses at Marden Farm, to replace the originally approved care home, is being heard on Wednesday 17 February at Wiltshire council. Councillor Hill will be present to represent the Town Council's objections.

On 6 September 2016, eight days have been programmed for the Appeal from Hills against the refusal of their planning application. Councillor will be present to represent the views of both the Town Council and the community. The two other planning applications (Certificate of Lawfulness and S73) both relating to Hills, will be heard by the Strategic Planning Committee, in public forum, as opposed to decisions being made behind closed doors at Wiltshire Council, as previously planned. Dates and details currently unknown, but, again, Councillor Hill will be present.

77/15 COMMITTEE MINUTES

77.1 Town Development & Planning Committee

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

***UNANIMOUSLY RESOLVED** that the Minutes of the Town Development and Planning Committee meetings held on 17 November 2015, 9 December 2015, 5 January 2016 and 27 January 2016 be received.*

77.2 Amenities Committee

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

***UNANIMOUSLY RESOLVED** that the Minutes of the Amenities Committee meeting held on 14 December 2015 be received.*

77.3 Policy & Resources Committee

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

***UNANIMOUSLY RESOLVED** that the Minutes of the Policy & Resources Committee meeting held on 18 January 2016 be received.*

77.4 Calne Community Neighbourhood Plan Steering Group

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

***UNANIMOUSLY RESOLVED** that the Minutes of the Calne Community Neighbourhood Plan Steering Group meeting held on 7 January 2016 be noted.*

77.5 Finance Working Group

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

***UNANIMOUSLY RESOLVED** that the Minutes of the Finance Working Group meeting held on 14 January 2016 be noted.*

77.6 Town Events Working Group

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

***UNANIMOUSLY RESOLVED** that the non-quoted notes of the Town Events Working Group meeting held on 10 December 2015 be noted.*

78/15 REPORTS FROM OFFICERS OF THE COUNCIL

78.1 Five Year Strategic Plan

Members noted that an extraordinary meeting of the Town Council will be held on Monday 7 March 2016.

78.2 Standing Orders & Financial Regulations

78.2.1 Standing Orders

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

***UNANIMOUSLY RESOLVED** to approve and adopt the revised Standing Orders.*

78.2.2 Financial Regulations

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

***UNANIMOUSLY RESOLVED** to approve and adopt the amended Financial Regulations to reflect changes in the 2015 Public Contract Regulations.*

79.3 Policies

79.3.1 Complaints Procedure

79.3.2 Community Engagement Strategy

79.3.3 Member Officer Protocol

77.3.4 Staff Recruitment & Retention

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

***UNANIMOUSLY RESOLVED** to approve and adopt the revised Complaints Procedure, Community Engagement Strategy, Member Officer Protocol and Staff Recruitment & Retention Policy.*

79.4 Calne Town Football Club

Members noted and discussed the recommendation from the Sports Facility Working Group (SFWG). Members noted that the existing lease expires in 2020, which leaves 4 years and not 6 as stated in the agenda. Councillor Conway, Chair of the SFWG confirmed that Calne Town Football Club intend to use the funding to replace their flood lighting which is currently inadequate. Members were mindful that such some additional time may need to be afforded in the lease, to allow for some flex in the application process etc.

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

***UNANIMOUSLY RESOLVED** to delegate authority to the Town Clerk to negotiate and arrange an extension to the current lease, for a total of eleven years, and to investigate the possibility of a 5 year break clause provided it does not adversely affect the club's funding application.*

79.5 Finance Working Group Membership

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

***RESOLVED** to elect Councillor Muir onto the Finance Working Group for the remainder of the municipal year, with immediate effect.*

79.6 Marden Farm Allotments

Members discussed the proposal for Calne Town Council to take ownership of the allotments on the Marden Farm development. Members noted that whilst the site is currently in Calne Without Parish, the boundary review, when complete, will bring this development within the town boundary. Members were in agreement that the Town Council should seek to take these allotments on for the benefit of the community. We currently have a waiting list of 140+ which clearly demonstrates that there is a need. There is a committed sum of funding, the amount of which is to be confirmed. Members discussed the issues experienced on the other allotment sites with regards the misuse of the communal composting. Members also noted that due to the location of the site, close to residential, incinerators will not be permitted and this may pose problems for some tenants without transport.

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

***UNANIMOUSLY RESOLVED** to proceed with the adoption of the proposed allotment site, to include the provision of sheds on the nine large plots and individual compost bins on the smaller plots.*

79.7 Fixed Penalty Notice Enforcement Strategy

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

***UNANIMOUSLY RESOLVED** to approve and adopt the revised Fixed Penalty Enforcement Strategy.*

80/15 ACCOUNTS

80.1 Accounts Paid

The accounts schedules dated 26 November 2015, page 1947, 26 November 2015, pages 1948-1950, 30 November 2015 (Petty Cash), 02 December 2015 (Manual Cheques), 09 December 2015, page 1967, 09 December 2015, pages 1970-1975, 10 December 2015, page 1976, 23 December 2015, page 1986, 23 December 2015, page 1987-1991, 31 December 2015 (Manual Cheques), 14 January 2016, page 2002, 14 January 2016, page 2005-2008, 21 January 2016 (Manual Cheques), 29 January 2016,

page 2014, 31 January 2016 (Petty Cash), 01 February 2016 page 2017-2019 were noted and approved.

81/15 ITEMS FOR INFORMATION

- 81.1 Britain in Bloom Working Group** – The Minutes of the meetings held on 11 January 2016 were noted.
- 81.2 Calne Community Safety Forum** – The Minutes of the meeting held on 18 November 2015 were noted.
- 81.3 Calne and District Twinning Association** – The Minutes of the meeting held on 30 November 2015 and 6 January 2016 were noted.
- 81.4 Calne Heritage Centre Trust** – The Minutes of the meeting held on 20 October 2015 were noted.
- 81.5 Castlefields Canal and River Park Association** – The Minutes of the meetings held on 19 November 2015 and 21 January 2016 were noted.
- 81.6 Heritage Quarter Steering Group** -The Minutes of the meeting held on 15 December 2015 were noted.

82/15 CONFIDENTIAL SESSION

82.1 Confidential Committee Minutes

- 82.1.1 Town Council** – The Confidential Minutes of the Town Council Meeting held on Monday 23 November 2015 were noted.
- 82.1.2 Town Events Working Group** - The Confidential Minutes of the Town Events Working Group meeting held on Tuesday 19th January 2016 were noted.

The meeting closed at 8.05pm