

## CALNE TOWN COUNCIL

### Draft Minutes of the Meeting of the Town Council held in the Large Hall on Monday 14 April 2014

#### PRESENT:

Councillor Mrs M J Baggs – Town Mayor  
Councillor Ms H E Canfer – 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 H R Marshall  
Councillor P M Redmond  
Councillor T W B Rounds  
Councillor D F Short  
Councillor M J Stebbing  
Councillor A J Trotman  
Councillor P A Venton  
Councillor D L Warnett  
Councillor G P Widger

#### IN ATTENDANCE:

Rev R Kenway  
Mrs A Moore – Gazette & Herald

#### OFFICERS:

Mrs L Roberts - Town Clerk  
Mrs A Cawkwell – Finance and Committee Officer

#### 85/13 APOLOGIES

Apologies had been received from the Councillor Dr Reid and Councillor Hill would be arriving late.

#### 86/13 DECLARATIONS OF INTEREST

There were no declarations of interest received.

#### 87/13 MINUTES

A recorded vote was requested for the approval of the Minutes of the Town Council Meeting held on Monday 3 February 2014. The vote was recorded as follows:

| COUNCILLORS     | FOR       | AGAINST | ABSTENTION |
|-----------------|-----------|---------|------------|
| Mrs G J Ansell  | √         |         |            |
| Mrs M J Baggs   | √         |         |            |
| C M R Boase     | √         |         |            |
| Ms H E Canfer   | √         |         |            |
| D I Conway      | √         |         |            |
| D J Davies      | √         |         |            |
| S Denley        | √         |         |            |
| A K Hill        | APOLOGIES |         |            |
| R C MacNaughton | √         |         |            |
| H R Marshall    | √         |         |            |
| P M Redmond     | √         |         |            |
| Dr J Reid       | APOLOGIES |         |            |
| T W B Rounds    | √         |         |            |
| D F Short       | √         |         |            |
| M J Stebbing    | √         |         |            |
| A J Trotman     | √         |         |            |
| P A B Venton    | √         |         |            |
| D L Warnett     |           | √       |            |
| G P Widger      | √         |         |            |

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The Minutes of the Town Council Meeting held on Monday 3 February 2014, having previously been circulated, were signed by the Town Mayor as a correct record.

### **88/13 TOWN MAYOR'S ANNOUNCEMENTS**

**88.1** *Election of Deputy Town Mayor 2014/15 Municipal Year* – The Town Mayor state that as per Standing Orders 2.4, 2.5 and 2.6, Councillor Ms Canfer, having been elected as Deputy Town Mayor for the 2013/14 Municipal Year is the Town Mayor-Elect for 2014-15 and will be ratified as such at the Annual Meeting and Mayormaking on 12 May 2014.

## 88.2 *Nominations for Deputy Town Mayor 2014/15*

Councillor Ms Canfer nominated with a short speech Councillor Marshall as Deputy Town Mayor and this was seconded by Councillor Short.

Councillor Boase nominated with a short speech Councillor Rounds as Deputy Town Mayor and this was seconded by Councillor Conway.

As there were two nominations for Deputy Town Mayor a recorded vote was requested. Results of the vote for the nomination of Councillor Marshall as Deputy Town Mayor were as follows:

| <b>COUNCILLORS</b> | <b>FOR</b> | <b>AGAINST</b> | <b>ABSTENTION</b> |
|--------------------|------------|----------------|-------------------|
| Mrs G J Ansell     | √          |                |                   |
| Mrs M J Baggs      | √          |                |                   |
| C M R Boase        |            | √              |                   |
| Ms H E Canfer      | √          |                |                   |
| D I Conway         |            | √              |                   |
| D J Davies         | √          |                |                   |
| S Denley           | √          |                |                   |
| A K Hill           | APOLOGIES  |                |                   |
| R C MacNaughton    | √          |                |                   |
| H R Marshall       | √          |                |                   |
| P M Redmond        |            | √              |                   |
| Dr J Reid          | APOLOGIES  |                |                   |
| T W B Rounds       |            | √              |                   |
| D F Short          | √          |                |                   |
| M J Stebbing       | √          |                |                   |
| A J Trotman        |            | √              |                   |
| P A B Venton       | √          |                |                   |
| D L Warnett        |            | √              |                   |
| G P Widger         | √          |                |                   |

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Councillor Ms Canfer's nomination for Councillor Marshall as Deputy Town Mayor, which had been seconded by Councillor Short was therefore carried due to a majority vote.

## **89/13 POLICING IN CALNE**

**89.1 Police Report** – The report from WPC Sonya Stockhill, which is attached to and forms part of these minutes, was discussed by members and the following points were raised:

- There have been a lot of face changes at the police and it would be appreciated if Councillors were given the opportunity to meet representatives at the next Full Council meeting.
- The Town Clerk informed that WPC Stockhill and the Inspector were hoping to attend this night's meeting, however, were unable to attend at the last minute and had submitted their apologies.
- Police representatives attend the Area Board meetings, therefore Councillors could use this opportunity to meet them. The next Area Board meeting is due to take place on 3 June.

## **90/13 REPORT FROM UNITARY COUNCILLORS**

Unitary Councillors updated members on the following:

- A smell of methane had been reported from residents at Brook Way, however, there seems to have been no breach at Viridor or Hills, however, other requests have now been raised from residents and this will need further investigation.
- The Youth Activity Task Group have now had their final meeting to establish recommendations for a sustainable youth service throughout Wiltshire. These recommendations will be put before cabinet on 15 May.
- A question was raised about whether The Grove would be closing, however, there were no recommendations for any particular building to close.
- The Air Quality Working Group are due to meet again concerning recent reports of smell and poor air quality. A mist layer of coloured gas has been seen and investigations need to take place concerning gases in the air.
- Funding for schools is available from the Marden Farm development, however, no schools in Calne have an up to date travel plan. It was imperative that schools get a travel plan which is approved with Wiltshire Council to enable them to apply for funding like this. This funding will now be used towards air quality monitoring equipment in Calne.

**At 7.40 pm Councillor Hill joined the meeting.**

## 91/13 COMMITTEE MINUTES

### *91.1 Town Development and Planning Committee*

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

**RESOLVED** that the Minutes of the Town Development and Planning Committee meetings held on 28 January, 18 February, 11 March and 1 April 2014 be received.

### *91.2 Amenities Committee*

It was proposed by Councillor Marshall, seconded by Councillor Venton and

**RESOLVED** that the Minutes of the Meeting of the Amenities Committee held on 24 February 2014 be received.

### *91.3 Policy & Resources*

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

**RESOLVED** that the Minutes of the Meeting of the Policy & Resources Committee held on 10 March 2014 be received.

## 92/13 REPORTS FROM OFFICERS OF THE COUNCIL

### *92.1 Planting around the War Memorial*

The report of the Support Services Manager, which is attached to and forms part of these Minutes, was discussed by members.

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

**UNANIMOUSLY RESOLVED** to approve low planting around the War Memorial to mark the anniversary of WWI for a period of four years.

### *92.3 Barclays Bank*

The report of the Support Services Manager, which is attached to and forms part of these Minutes, was discussed by members.

- Chesteron Humberts have been requested to negotiate the payment of rent until the unit is cleared and that any costs incurred should be paid for by Barclays.
- There are no security concerns for the Town Council.

It was proposed by Councillor Marshall, seconded by Councillor Venton and

**UNANIMOUSLY RESOLVED** to request Barclays to expedite remedial works and remove the safe without any further delay and as soon as practicable the premises will be advertised as up for rent.

### ***92.3 Pension Report***

The report of the Support Services Manager, which is attached to and forms part of these Minutes, was noted.

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

**UNANIMOUSLY RESOLVED** to approve the introduction of the Pension Policy and the Wiltshire Pension Fund Employing Authority Discretions Policy.

### ***92.4 Culture and Tourism Working Group – ‘Our Place’ Initiative***

The report of the Community Services Manager, which is attached to and forms part of these Minutes, was noted.

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

**UNANIMOUSLY RESOLVED** to nominate Councillor Trotman as representative on the Culture and Tourism Working Group.

### ***92.5 Town Centre Development Brief – Masterplan***

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

**UNANIMOUSLY RESOLVED** to adopt the Development Brief, with the additional amendments, for approval as a material consideration by the Wiltshire Council’s Strategic Planning Committee.

### ***92.6 Visioning Day held 22 March 2014***

The report of the Town Clerk, which is attached to and forms part of these Minutes, was noted by members.

It was pointed out that Councillor Mrs Ansell did attend the Visioning Day, however, she was not in the list of attendees.

### ***92.7 Campus Proposals Beversbrook and Asset Transfer***

The Briefing Paper from the Town Clerk was noted by members.

## **92.8 6 Year Plan for Purchase of Equipment at Beversbrook**

The report of the Beversbrook Centre Manager, which is attached to and forms part of these Minutes, was discussed by members and the following points were made:

- A question was raised concerning costing for the hire of the equipment. It was pointed out that this option had previously been explored and it could prove difficult to hire equipment at peak times. If the equipment is owned it could be hired out.
- With all the drainage pipework underground there was concern that the shockwave machine could cause damage to the pipes.
- Beversbrook is winning awards and has a dedicated team. There was a need to provide the necessary equipment.
- £5,000 has been lost in pitch fees due to the weather, this will be reduced if we have the necessary equipment.

It was proposed by Councillor Venton, seconded by Councillor Marshall and

### **RESOLVED to**

- a) approve the budget for Beversbrook equipment to be set at £13,500 for the next six years.
- b) approve that any unspent funding should be rolled over to the following year/s.
- c) approve the purchase of a Shockwave and Dual Purpose Spreader, along with permission to sell the obsolete spreader for the best price attainable.

## **92.9 CCTV Annual Report**

The CCTV Annual Report had been read by members and the following points were raised:

- The Town Clerk informed members that the Town Council had been approached by Channel 5 concerning the filming of a programme 'caught on camera' in Calne as the CCTV is one of the best in the way it operates with local volunteers, in partnership with police and other agencies. Channel 5 will be filming the Carnival and another three or four times in Calne over the summer.
- Members also informed that Chippenham and Corsham will have a mobile CCTV van, this will be compatible with the existing CCTV system in the town and will cover rural areas. The Area Board have awarded funding and the police will cover the maintenance costs.
- Members requested that a vote of thanks should be given to the CCTV Manager and her team of volunteers.

## 93/13 ACCOUNTS

### **93.1 Accounts Paid**

The Accounts Schedules dated 29 January 2014, page 1291, 29 January 2014, page 1292, 29 January 2014, pages 1293-1297, 30 January 2014, page 1298, 31 January 2014 (Petty Cash), 3 February 2014 (Manual Cheque), 14 February 2014, pages 1309-1310, 14 February 2014, pages 1312-1316, 27 February 2014, page 1317, 28 February 2014, pages 1319-1321, 28 February 2014 (Petty Cash), 4 March 2014 (Manual Cheque), 5 March 2014 (Manual Cheque), 5 March 2014 (Manual Cheque), 7 March 2014 (Manual Cheque), 10 March 2014 (Manual Cheque), 14 March 2014, page 1322, 14 March 2014, pages 1333-1336, 17 March 2014, page 1338 and 31 March 2014 (Petty Cash) were noted and approved.

## 94/13 ITEMS FOR INFORMATION

- 94.1 Britain in Bloom Working Group** – The Minutes of the meetings held on 10 February and 10 March 2014 were noted by members.
- 94.2 Town Events Working Group** – The Minutes of the meetings held on 5 February and 24 February 2014 were noted by members.
- 94.3 Porte Marsh Industrial Estate Working Group** – Notes of the meeting held on 11 November 2013 and action points from the meetings held on 12 March and 26 March 2014 was noted.
- 94.4 Calne Community Neighbourhood Steering** – The Minutes of the meeting held on 6 March 2014 were noted.
- 94.4.1 Renewable Energy Working Group** - the Notes of the meeting held on 5 March 2014 were noted.
- 94.4.2 Culture & Tourism Working Group** – the Notes of the meetings held on 15 November, 13 December 2013, 16 January and 25 February 2014 were noted.
- 94.5 Bowood – Potential Extension of the Town Park at Castlefields** – the letter from Bowood was noted.
- 94.6 Calne Environmental Network Newsletter**- the March 2014 Newsletter was noted.
- 94.7 Calne Heritage Centre Trust** – Minutes of the meeting held on 21 January 2014 were noted.



**94.8** *Castlefields Canal and River Park Association* – Minutes of the meeting held on 20 March 2014 were noted.

**95/13 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.

**The Town Clerk and the Finance & Committee Officer left the meeting.**

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