

WOOTTON BASSETT TOWN COUNCIL

Minutes of a meeting of the Wootton Bassett Town Council held on Thursday 7th October 2010 at 7.30pm in the Council Chamber, Civic Centre, Station Road, Wootton Bassett.

PRESENT: Councillors: Mary Champion, Peter Doyle, Linda Frost, Owen Gibbs, Mike Leighfield, Peter Roberts, Bill Roberts, Jenny Stratton, Steve Walls, Audrey Wannell and Chris Wannell

Officers in Attendance: Johnathan Bourne, Town Clerk

35. APOLOGIES

Apologies for absence were received from Councillors Steve Bucknell, Sue Doyle, Paul Heaphy, Sanjay Soni and Ernie Taylor.

36. DECLARATIONS OF INTEREST

To receive Declarations of Interest in accordance with the Local Authorities [Model Code of Conduct] Order 2007.

RESOLVED to note that no declarations were made.

37. WRITTEN REPORTS

Inspector Steve Cox was in attendance at the meeting to present a report from the Wiltshire Constabulary.

Inspector Steve Cox advised members of the current status of the local policing team and went on to talk about the neighbourhood policing team's current priorities and consultation opportunities. Locally Inspector Cox detailed performance of the teams outlining the current statistics and the implementation of a new initiative known as local

resolution. It was noted that whilst local resolution is seen as a good solution to minor problems where the offender is asked to rectify damage caused, it does have an effect on crime statistics. The crime is not officially cleared up as no charge is made against an offender. The scheme has been running for seven months and in general has been well received.

The council recorded a vote of thanks for Steve Cox, both for his report and for the excellent work undertaken within the town.

Mr Ralph White, Grounds Maintenance Team Leader, submitted a report showing the current cost of vandalism around the various town council sites. It was noted that this had fallen dramatically from the situation two years ago.

Written Reports were submitted by Wiltshire Councillors Peter Doyle and Bill Roberts.

Finally it was noted that at the Area Board meeting held the previous night Wiltshire Councillors had voted to proceed with Option 5 on the Community Planning item, which was considered by the Councils Revenue & Resources Committee at its last meeting.

38. CONFIRMATION OF MINUTES

RESOLVED to confirm and sign minutes of a meeting of the Council held on Thursday 15th July 2010 [WBTC/3/2010-2011]. Copy previously circulated.

39. MAYOR'S COMMUNICATIONS

The Mayor advised that she had attended thirty five functions since her inauguration in May covering a wide range of activities on behalf of the town.

It was drawn to the Councils attention that David Read had been trying to contact his father, an 87 year old man living in Wootton Bassett, Stan Read, but had not been able to do so as his father was not answering the phone. Having become worried about his father and having lost the telephone numbers of his father's neighbours he contacted the Mayor to

see if he could discover their name and then look up their telephone number. The Mayor instead went round to the gentleman's house to find him collapsed on the floor. She called for the ambulance and waited with Mr Read, until his son, who lives some 1 ½ hours away could arrive at the hospital.

The Council recorded a vote of thanks to the Mayor for this act of kindness.

40. PLANNING COMMITTEE

Reports on meetings of the Planning Committee held on Thursday, 15th July 2010 [P/4/2010-2011], Wednesday, 18th August 2010 [P/5/2010-2011] and Thursday 2nd September, 2010 [P/6/2010-2011]. Copies previously circulated

RESOLVED the reports be adopted.

41. AMENITIES COMMITTEE

Report on a meeting of the Amenities Committee held on Thursday 2nd September 2010 [A/3/2010-2011]. Copy previously circulated.

RESOLVED the reports be adopted.

42. REVENUE AND RESOURCES COMMITTEE

Report on a meeting of the Revenue and Resources Committee held on Thursday 23rd September 2010 [R&R3/2010-2011]. Copy previously circulated.

The Town Clerk reported that an error had occurred on the fronting sheet sent out with the Agenda indicating the wrong membership of that committee, this has now been corrected for the Revenue & Resources Committee and all other fronting sheets for Committees have been reviewed for accuracy.

RESOLVED the report be adopted.

43. REVIEW OF CORPORATE GOVERNANCE

At the last meeting of the Revenue and Resources Committee, consideration was given to a review of the Councils standing orders following the publication of model standing orders by the National Association of Local Councils, together with a review of the Grant Aid Application form, guidelines and check list.

With the standing orders the Committee resolved to check the legal position with regard to standing order 1.6.2 as there was a desire to increase the number of Councillors required to call an extra ordinary meeting from 2 to a higher number. Also to see if there is an opportunity to lengthen the time that the meeting must be called within from 7 days to 14 days.

It was then resolved to recommend adoption of the standing orders subject to a resolution of that query.

The right to convene meetings is covered by Sections 9(1) and (2), Part II, Schedule 12 of the Local Government Act 1972. Section 9(1) advises that “an extra ordinary meeting of the Parish Council may be called at any time by the Chairman of the Council”. Section (2) goes on to advise that *“if the Chairman refuses to call an extra ordinary meeting of the Council after a requisition for that purpose, signed by two members of the Council, has been presented to him, or if, without so refusing, the Chairman does not call an extra ordinary meeting within 7 days after such a requisition has been presented to him, any two members of the Council, on that refusal or on the expiration of those 7 days, as the case may be, may forthwith convene an extra ordinary meeting of the Council.”*

As members will note both the number of Councillors required and the timing of extra ordinary meeting are covered by the legislation. In practice the Chairman would have seven days in which to deal with any request for an extra ordinary meeting and thereafter if two members were to call such a meeting the normal notification periods would still apply. Therefore, if the Chairman was to receive a requisition for a meeting on day 1 and chose not to action that requisition the agenda for the meeting could not be sent until day number 8, there would then be 3 clear days notice and so the meeting could not be held until day number 12.

RESOLVED to confirm the recommendation of the Revenue & Resources Committee in adopting the revised standing orders and associated documentation.

The Grant Aid checklist [Copy circulated] has now been revised in accordance with the Council's wishes in order to seek a yes bias on all questions. A supporting note has also been put in the guidelines requiring applicants to indicate a precise amount of grant being applied for.

RESOLVED to adopt the revised Grant Aid documentation.

44. WOOTTON BASSETT AND CRICKLADE AREA BOARD - LOCAL TRAFFIC AND HIGHWAYS GROUP

On Tuesday, 21st September 2010 the Wootton Bassett and Cricklade Area Board – Local Traffic and Highways Group met to consider the prioritisation of some 32 proposed minor highway improvement schemes for the Wootton Bassett and Cricklade area. The scheme requests have been received by the Highways Department from a range of sources including Parish and Town Councils, Schools, Clubs, Groups and individuals.

The meeting was advised that each Community Area has only £12,000 allocated to it and with even modest schemes costing more than this the list needs to be reduced to perhaps three or four schemes that could be worked on over the next year or so. Even here such schemes are likely to require some additional funding to bring them to fruition

At the meeting the Wootton Bassett schemes were reduced to three, namely:

- New Road – pedestrian crossing
- Longleaze – traffic calming
- Gainsborough – traffic calming

The Town Council has been asked to choose a single scheme from these which would represent the town's highest priority. Lyneham, Purton and Cricklade are being asked to make similar choices.

The above information was circulated to all Councillors by e-mail on Wednesday 22nd September and an early indication was sought as to Members preferences.

At the time of drafting this agenda, three responses have been received, two favouring traffic calming in Longleaze and one favouring traffic calming in Gainsborough Avenue.

The Council was asked to decide which of the above schemes it would like to choose as its highest priority for the town.

RESOLVED to identify potential traffic calming in Longleaze as being the highest priority of the three schemes detailed.

45. **APPRECIATION EVENTS AND GIFTS**

A report from the Town Clerk, the purpose of which was to update members following reports to Town Council in October 2009 and April 2010.

The Council noted that whilst it continues to receive many generous offers to provide events for the town in appreciation of its role in respect of the repatriation of fallen service personnel, the Councils financial liability has now diminished as anticipated following decisions taken in April 2010.

With regard to appreciation gifts the Council noted and supported measures to display gifts received on a temporary basis at the Stamping and Framing shop, who have kindly offered their display area for this purpose.

It was RESOLVED to

- Continue to seek an appropriate cabinet builder to construct a display case for the front office of the Town Council.
- Accept the kind offer of a painting by Herbert Davis Richter provided a suitable location can be found for the display of that painting.
- It was agreed that the donor should be invited to visit Wootton Bassett and the Town Clerk to arrange that visit even if this requires sending transport for the person and that we consider displaying the item on premises not owned by the Town Council.
- The painting should only be accepted if a location can be found that the donor thinks is appropriate.
- Appoint the Town Guide Working Party to manage a project for the suitable preservation and display of letters received by the Council relating to repatriations. The Town Guide Working Party to bring a report back to the Council in due course. It was noted that it may be helpful to digitise the copies and binding could be similar to that seen in Thesis documents produced for Masters Degrees.

Meeting closed at 8.35 pm