

## WOOTTON BASSETT TOWN COUNCIL

Minutes of a meeting of the Wootton Bassett Town Council held on Thursday 14<sup>th</sup> July 2011 at 7.30pm in the Council Chamber, Civic Centre, Station Road, Wootton Bassett.

PRESENT: Councillors: Steve Bucknell, Jon Booth, Mary Champion, Susan Doyle, Linda Frost, Owen Gibbs, Paul Heaphy, Sue Hughes, Peter Roberts, William Roberts, Jenny Stratton and Steve Walls

Officers in Attendance: Johnathan Bourne, Town Clerk, Michelle Temple, Administrative Team Leader, Emily Maiden, Administrative Assistant.

### QUESTION TIME

**To receive questions from members of the public for a period not exceeding 10 minutes.**

*Mr Roy Denning*, resident of Wootton Bassett for over 40 years, raised several issues regarding the Campus Development Programme. Mr Denning sought assurance from the Members that they fully appreciate the significance of the project. Mr Denning feels that the Campus offers an exciting opportunity for Wootton Bassett, which would need a little imagination and a little risk to achieve the best possible facilities for the Town. With this in mind, Mr Denning asked Members if they shared his view of the currently offered development plans; which he feels are 'little more than a space planning exercise', lacking in imagination. Have the Council considered an alternative design route as opposed to employing an architect?

### 25. APOLOGIES

Apologies for absence were received from Councillors Mike Leighfield, Ernie Taylor, Audrey Wannell and Chris Wannell.

## **26. DECLARATIONS OF INTEREST**

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

Councillor Bill Roberts declared a non-prejudicial interest in the Campus Development item, as Wiltshire Council representative on the Shadow Operations Board.

## **27. GUEST SPEAKERS**

### **a) Tracey Rogers, Wootton Bassett Charity Music Video**

The Council received a presentation from Tracey Rogers, about her idea to create a charity music video for Wootton Bassett.

Ms Rogers from nearby Common Platt and her family set up a charity in 2009 following her brother Mark's death in Afghanistan. The Undentable Trust raises money to help wounded soldiers and their families, and works in co-ordination with other charitable organisations. Ms Rogers felt that she would like to make a contribution to the Town, especially upon hearing about the end of repatriations in Wootton Bassett, and the Royal status to be granted in October.

Ms Rogers showed the Council a video of a community in Michigan who had worked together to produce a music video to showcase their Town. The video involved various community groups, including the Fire Brigade as well as local residents, performing different activities around their town, set to music. It is hoped that a similar video can be made using Wootton Bassett's now iconic High Street and involving the whole community. The video would show local groups performing different tasks as they travel the length of the High Street, backed by the chosen track 'Wake Me Up When September Ends' by Greenday. Part of the song was played to the Council, whilst Ms Rogers explained how the measured lyrics and layered melody could be used in the Wootton Bassett video. It is hoped to produce a charity single to support the video.

The video already has the backing of several organisations, including Dreambase Studios in Wootton Bassett (Post Production), Lis McDermott Photography, and Firebird Films (filming on the day). Andy Pett of Riffs Bar will be helping to select the musicians and Diana Aston (Wootton Bassett Theatre) is helping with the singers, and subject to confirmation, the recording and mixing of the track could take place at Real World Studios. A provisional date for filming has been set for Sunday 18<sup>th</sup> September 2011.

Ms Rogers asked the Council for their support in the project.

There followed a discussion, where Members expressed the need for the video to commemorate and not celebrate Wootton Bassett's role in repatriations. It was felt that the song choice reflected the commemorative aspect well.

Several issues will need further investigation, including:-

- Copyright and royalties,
- Charity status for distribution of funds,
- The logistics of closing the High Street on a Sunday,
- Contacting the RAF – Would they supply any aircraft for a flypast?
- Confirmation that the school playing field could be used on the day for rehearsals etc,
- Setting up a committee to co-ordinate the project and help facilitate the management of the event.

With regards to distribution of funds, Ms Rogers felt that this should be a community decision. As Help for Heroes has been a huge success, it was felt that other charities should benefit from this project. Feedback so far has indicated that there is support for donating to the Royal British Legion, and charities which help families cope with issues such as combat stress and bereavement counselling.

**RESOLVED** to offer the full support of the Council for this project.

## **b) Dr Andrew Cowie, Wiltshire Medical Services (WMS)**

The Council received a short presentation from Dr Andrew Cowie, Chief Executive of Wiltshire Medical Services.

Dr Cowie gave an overview of the foundation of the Out of Hours Service run by Wiltshire Medical Services. The service began in 2004 following a major change in the way Out of Hours care was provided. After this change, Primary Care Trusts became responsible for this service. Originally, WMS provided Out of Hours care to North and East Wiltshire, covering Wootton Bassett. In 2010, an urgent care contract was tendered for WMS to offer a Wiltshire wide service. (Excluding Swindon).

The Out of Hours service provides urgent care for those who cannot wait to visit their local surgery as well as dental services in Wiltshire and Swindon.

The Call Centre in Chippenham handles 100,000 calls a year, equating to ten thousand calls a month. The first point of contact is a call handler, who will assess your needs and pass your call to a WMS nurse or doctor. You may also be referred to another local health service. Calls passed to WMS nurses and GPs are assessed and you may be offered telephone advice (40% of calls), referred to the nearest Primary Care Centre (40%), or visited at home by a clinician (10%). The remainder are signposted elsewhere.

Members put questions to Dr Cowie, as outlined below:-

- How is the Out of Hours service assessed?  
There are 53 key performance indicators, all of which were met at the last assessment. The complaint level is exceptionally low, averaging 20 per year from 100 thousand calls.
- What is the future for WMS?  
By April 2013, a '111' urgent care phone number will launch UK wide. This will replace NHS Direct, and may take away the so called 'Front End' of the WMS service.
- Do clinicians have access to patient records?  
Currently, there is only limited access, which can be problematic. Ideally, greater access will be gained as the service progresses.

- Are WMS GPs attached to Practices?  
Out of 120 GPs, 7/8 work as local GPs, and are working at WMS on a seasonal basis. There are a handful of ‘career’ Out of Hours GPs, who undergo a strict vetting process.
- Will WMS be affected by the closure of Lyneham?  
At the moment, WMS, have a contract with the MoD to provide Out of Hours care, so there will be a slight economic impact.

Dr Cowie closed his presentation by describing the future for the service, which focuses heavily on integration with social care, achieved through working relationships with agencies such as Wiltshire Council.

The Mayor thanked Dr Cowie for his presentation on behalf of the Council.

## **28. WRITTEN REPORTS**

*Wootton Bassett Police* – Inspector Chris Martin was in attendance to present a report from Wootton Bassett Police. The report covered the following points:-

### a) Neighbourhood Policing Priority

The current priority is to tackle anti-social behaviour in the town. This will be looked at especially closely following the break-up of the schools for the summer.

The past week saw a significant rise in ASB following the arrival of several hundred travellers to a Christian festival in Bincknoll Lane. Although no prior warning was given to Wootton Bassett Police, the field was rented lawfully and the organisers were pro-Police. Inspector Martin will be speaking with the landowner regarding this matter.

Problems related to the festival were reported at the Tesco store in Woodshaw, who noticed a spike in anti-social behaviour on the premises. Headquarters allowed the store to close early, and an extra security guard was called in.

CCTV reported an incident in Otter Way Play Park, which resulted in the offenders being identified and 'restorative justice' being enacted.

b) Neighbourhood Policing pro-active work

Inspector Martin reported that a drugs warrant was executed and an arrest made in Wootton Bassett. Arrests have also been made in relation to an ongoing rogue trader operation, targeting illegal tradesmen in conjunction with the DWP and other agencies.

c) Events

The Battle of the Bands event of June 10<sup>th</sup> 2011 was very successful, plans for another event next year are already underway.

The organisers of the Ride of Respect wish to hold another event on Mother's Day 2012. The Ride will be affiliated to the Royal British Legion from now on.

Wootton Bassett Carnival was a huge success again this year.

The license application for the 'Thunder Rally' event has been withdrawn. At a meeting with several partner agencies; the concerns were explained to an agent for the Thunder Rally. Inspector Martin wished to make it clear that it was not the event itself that was being objected to, but that there were concerns around several health and safety issues, including a lack of space to facilitate the arrival of 17,000 vehicles.

d) Crime Figures

There has been a 22% increase in dwelling burglaries, with 56 incidents compared with last year's 46. Many of these were 'walk in thefts', where residents had failed to lock their doors overnight. This resulted in an operation where Wootton Bassett officers worked through the night to target those responsible.

Violent crime in Wiltshire is very low as a result of being a county-wide priority. Consequently, Wiltshire is the safest county in the UK.

The Mayor extended his thanks on behalf of the Council for all the hardwork that Inspector Martin and his team put in with regards to the travellers.

*Wootton Bassett Town Council Vandalism/Crime Log-* Mr Ralph White, Grounds Maintenance Team Leader, submitted a report showing the current cost of vandalism around the various Town Council sites.

*Member of Parliament-* James Gray MP submitted a written report focusing on the future of the RAF Lyneham site.

*Wiltshire Councillors* – Written reports were submitted by Wiltshire Councillors Peter Doyle and Bill Roberts.

## **29. CONFIRMATION OF MINUTES**

RESOLVED to confirm and sign Minutes of a meeting of the Council held on Thursday May 12<sup>th</sup> 2011 [WBTC/2/2011-2012]. Copy previously circulated.

## **30. MAYOR'S COMMUNICATIONS**

The Mayor, Councillor Paul Heaphy, reflected on his first few weeks in Office, and made the following observations:-

- Having come into the position with a degree of trepidation, Councillor Heaphy is very much enjoying the role. He noted how he has been humbled by the amazing people he has met, particularly at repatriations.
- Councillor Heaphy has greatly enjoyed several local events, including the celebrations for 150 years of St Bartholomew's School, and the Royal British Legion 90<sup>th</sup> Anniversary Lunch.
- The Mayor, along with the Town Clerk, attended the South Coast Proms, which proved to be an amazing evening.
- Councillor Heaphy has managed to visit all the High Street businesses that are open on a Monday.
- The Mayor extended his gratitude to the Town Crier Owen Collier, for the service he provides to the Town.

### **31. TO ANSWER ANY QUESTIONS**

- With notice received under Standing Order 43(a)

Question from Councillor Bill Roberts.

*“Following the Notice of Motion adopted by Wootton Bassett Town Council on Thursday 17<sup>th</sup> February 2011, have Wiltshire Council responded to the Town Council’s representations?”*

On 17<sup>th</sup> February 2011, the Town Council passed the following resolution:-

*“With the increasingly irresponsible parking on residential roads, particularly at junctions, which have resulted in a number of minor collisions, this Council urgently requests the Wiltshire Council to prioritise a parking review for Wootton Bassett”.*

Whilst a formal response is awaited, the Council was advised that the Highways Officer responsible for this area of work, Mr Jamie Mundy, met with the Town Clerk on Tuesday 12<sup>th</sup> July 2011 to consider the Council’s concerns.

After a visit to the area, Mr Mundy agreed to allocate this issue as a safety priority.

The Council recorded a vote of thanks to the Town Clerk for the hard work he has undertaken to resolve this issue.

- Without notice received under Standing Order 43(b).

### **32. PLANNING COMMITTEE**

Report on meetings of the Planning Committee held on Thursday May 12<sup>th</sup> 2011 [P/1/2011-2012], Thursday 17<sup>th</sup> May 2011 [P/2/2011-2012], Thursday 2<sup>nd</sup> June 2011 [P/3/2011-2012] and Thursday 23<sup>rd</sup> June 2011 [P/4/2011-2012]. Copies previously circulated.

RESOLVED to adopt the reports.

The Chairman of the Planning Committee, Councillor Owen Gibbs, reminded the Council that planning application N/11/01701/FUL,

Change of use from A1 shop to A5 Hot Food Takeaway at 18 High Street has been withdrawn.

Councillor Gibbs advised the Council that planning application N/11/01506/FUL, Erection of detached house and garage including new vehicular access at 17 Vale View was refused by 7 to 2 at a meeting of the Northern Area Planning Committee on 13<sup>th</sup> July 2011.

### **33. AMENITIES COMMITTEE**

Report on meetings of the Amenities Committee held on Thursday 12<sup>th</sup> May 2011 [A/1/2011-2012] and Thursday 2<sup>nd</sup> June 2011 [A/2/2011-2012]. Copies previously circulated.

RESOLVED to adopt the report.

### **34. REVENUE AND RESOURCES COMMITTEE**

Report on meetings of the Revenue and Resources Committee held on Thursday 12<sup>th</sup> May 2011 [R&R/1/2011-2012] and Thursday 23<sup>rd</sup> June 2011 [R&R/2/2011-2012]. Copies previously circulated.

RESOLVED to adopt the reports.

### **35. LEASE RENEWALS**

Two leases are due for renewal. Bevirs Solicitors are currently preparing the paperwork.

#### **a) Unit 29 Whitehill Industrial Estate**

The lease of Unit 29, Whitehill Industrial Estate, is due to expire on the 30<sup>th</sup> September 2011. Philip Loveday of Loveday and Loveday has been commissioned to revalue the Unit. Subject to this valuation, the Council are looking to negotiate a new 5 year lease, to include yearly break clauses.

#### **b) Wootton Bassett Sea Cadet Corps**

The current lease for the Sea Cadet Corp is now due for renewal. Wootton Bassett Town Council wishes to renew it on the same terms as previously. Members can find details of this on the Land

Terrier, copies of which were circulated at the Council meeting of Thursday 12<sup>th</sup> May 2011.

The Council was asked to authorise the signature of these documents by the Mayor and Deputy Mayor. RESOLVED to authorise signature of these documents when they become available.

### **36. “ROYAL” WOOTTON BASSETT**

The Council received a report from the Town Clerk, which included two recommendations. Copy was attached.

The first recommendation dealt with the issue of financing the Ceremonial Appreciation Event:-

- 1) It is recommended that the Council allocate a budget in accordance with normal Council financial regulations. It is suggested that the saving made by the Council for the financial year ended 31<sup>st</sup> March 2011 is used for the Ceremonial Appreciation Event. This would have no impact upon the precept or any capital projects, as it represents a windfall in budget terms.

The above recommendation was discussed, and the following points raised:

- The Council reserve is already above the level required
- The Town Clerk is confident that the sum is enough to cover the cost of staging the event, based upon the cost of previous High Street festivals.

It was therefore RESOLVED to adopt the recommendation.

The second recommendation was concerned with the organisation and staffing of the event:

- 2) It is further recommended that the Council appoint a Working Party made up of Members prepared to give their time to assist in organising the Ceremonial Event. The Council should appoint a leader to this Working Party, and it is suggested that the Mayor is ex officio, due to the extent of bookings already in the Mayor's diary.

There followed a discussion covering the following points:-

- There was a feeling among some Members that a formal Working Party may not be the best way to manage this event. It was RESOLVED to base the Working Party along the lines of the Christmas Lights event model, with greater Member involvement. Several 'Project Teams' would be established, co-ordinated by a central hub. These teams could be made up of both Members and Officers.
- It was RESOLVED to appoint Councillor Steve Bucknell as the leader of the organisational Working Party.
- Councillor Bucknell was keen to stress the importance of security at the Ceremonial Event. Because of the nature of the day, there will be a lot of attention from the World media. Members were advised by Councillor Bucknell that some individuals may be privy to highly confidential information whilst others are not, and that this is something to be prepared for.

Following the appointment of Councillor Bucknell as the Working Party leader, there was a discussion around what exactly the Ceremonial Event would entail, during which the following points were raised:-

- The tone of the day is highly important. The Lord Lieutenant John Bush, felt that the emphasis should be on a ceremonial event, which pays respect to the Town but also appreciates the solemnity of the occasion. The event should be community centred, and inclusive to all.

Several ideas were raised as to the nature of the event, including:-

- Hosting an anthology evening the night before the event,
- Using a model such as the Edinburgh Festival to organise and co-ordinate events in the town,
- Installing a top of the range PA system and big screens to give maximum coverage,
- Using a wide variety of venues such as the Church, Pubs, and the library.

The Council were reminded that the timescale for organising the Ceremonial Event is extremely tight, therefore communication and commitment are paramount.

RESOLVED for any further ideas and suggestions to be passed on to the Town Clerk.

### **37. CAMPUS DEVELOPMENT PROGRAMME**

In response to the question asked at the start of the meeting by Roy Denning, the Council confirmed that they are 100% in favour of the Campus Development Programme, and that they agree wholeheartedly with Mr Denning about it being a fantastic opportunity for the town.

Initial representations were made to the Shadow Community Operations Board based upon the previously agreed position of the Council.

The Shadow Community Operations Board has published the results of the first consultation (Copy was attached). These results were considered at the meeting of the Wootton Bassett and Cricklade Area Board held on Wednesday the 6<sup>th</sup> July 2011, and the recommendations were adopted.

The Town Council now needs to agree its framework position for the next phase of discussions.

The Council asked to receive detailed drawings from Gordon Haslett of Aricab Copies previously circulated.

The drawings promoted a discussion which focused on the following issues:-

- The Council were unhappy about the inclusion of a Council Chamber in the drawings showing the plans for the Campus. It was felt that adding a Chamber and Committee Rooms was compromising the leisure facilities on offer. It was also felt that this would cause confusion and uncertainty over the role of the Campus within the Community.
- The idea of having a Community Hall facility near the new Leisure Centre may detract from what the residents have stated they want, which is focused upon the provision of sports

facilities, especially a high quality swimming pool. Whilst there is no doubt that there is a need for a new Council Chamber that is fully accessible, it is clear that sports facilities are the main focus for the Campus.

- Leisure activities are not necessarily sports, they could be hobbies such as reading, needlecraft or flower arranging. These types of activity would benefit from the use of a Community Hall on a Campus location.

It was therefore RESOLVED to ensure that Community Hall provision does not hinder leisure provision. Mr Haslett's drawings to be remodelled with this in mind, based on information on the current usage of the Civic Centre, and removing the Council Chamber from the Campus proposal offering.

A special informal meeting of the Town Council is being arranged to discuss Mr Haslett's drawings, as requested at the meeting of the Revenue and Resources Committee on Thursday 23<sup>rd</sup> June 2011.

RESOLVED to hold the meeting on Wednesday 27<sup>th</sup> July 2011 at 7pm, at Marsh Farm.

### **38. PRESS RELEASES**

The Committee was asked to consider whether it would like any Press Releases to be issued in respect of the Committee Agenda items.

RESOLVED to issue Press Releases on the following:-

- The Charity Music Video
- Wiltshire Medical Services
- Mr Jamie Mundy's meeting with the Town Clerk,
- The Ceremonial Appreciation Event and
- The Campus Development Programme

*The meeting closed at 9.42pm*