

COUNCIL

20 April 2011

Dear Councillor

NOTICE is hereby given that a meeting of the **Chippenham Town Council** will be held at The Town Hall, High Street, Chippenham on **Wednesday 27 April 2011** at which your attendance is requested. The meeting will commence upon the rising of the Annual Town Meeting.

Yours faithfully

Sue Wilthew
Clerk & Chief Executive

To Councillors:	Mrs DB Allen	Mrs LK André
	TC Bate	MC Coates
	PR Darby	WJ Douglas
	Mrs MM Fallon	Mrs SA Gibson
	R Jones	Mrs EA Kennedy
	Mrs MF Lloyd	ACG Noblet
	Mrs SE Oakes	MAC Packard
	BS Patterson	JA Phillips
	Mrs NM Phillips	Mrs M Pile
	DLB Powell	RHP Purdon
	Mrs LS Roberts-Rance	JR Scragg
	Mrs ME Stickland	Ms S Veitch
	Mrs JM Wood	WA Wood

AGENDA

1. APOLOGIES

2. DECLARATION OF INTEREST

All Members of the Town Council are reminded to declare any interest they may have in any business of the Council, its Committees or Sub-Committees, in accordance with the Code of Conduct included in current approved Standing Orders.

3. PUBLIC QUESTION TIME

To receive any written or verbal questions from the public not previously submitted to the Annual Town Meeting.

4. BRITISH HEART FOUNDATION

To receive a short presentation from Mr Paul Bancroft, Fundraising Volunteer Manager for Wiltshire, British Heart Foundation proposing that Chippenham Town Council formally agree to collaborate with the British Heart Foundation during 2011 and beyond to become a "Heart Town" (background paper attached).

5. MINUTES

To approve as a correct record and sign the Minutes of the meeting held on Wednesday 23 March 2011 (copy previously circulated).

6. MATTERS ARISING

Matters of information not covered on the Agenda.

7. MAYOR'S ANNOUNCEMENTS

8. COMMITTEE MINUTES

To receive the following:-

a. Strategy and Resources Committee

Minutes of the meeting held on Wednesday 13 April 2011 (copy enclosed).

b. Planning and Environment Committee

Minutes of the meetings held on:

- Thursday 31 March 2011 (copy previously circulated)
- Thursday 21 April 2011 (copy to be presented)

9. STANLEY PARK: CHANGING BLOCK EXTENSION AND ALL WEATHER PITCH

Arising from Minute 116(ii)(d) of the Strategy & Resources Committee meeting held on Wednesday 13 April 2011 to formally approve the following contracts:-

All Weather Pitch	£471,421 including contingency	Greenfields
Changing Block Extension	£445,000 including contingency	E.W. Beard Ltd.

10. MAYORAL SELECTION 2011/2012

Under the Town Council's Standing Order No. 15:-

“The Deputy Town Mayor once elected shall be the Town Mayor-Elect for the following year and shall be nominated as Town Mayor for the following year subject only to ratification by the Town Council”

RECOMMENDATION

That the above be ratified in accordance with Standing Orders.

11. DEPUTY MAYORAL SELECTION 2011/2012

Under the Town Council's Standing Order No.15:-

“At the full Town Council preceding the Annual Meeting, the Deputy Mayor whose nomination shall have been made at least 7 clear days in advance shall be appointed for the following year”.

To consider any nomination received by Wednesday 20 April 2011 for the Office of Deputy Town Mayor 2011/2012 (copy enclosed).

RECOMMENDATION

That the above be received and voted upon in accordance with Standing Orders.

12. MAYOR/CONSORT AND DEPUTY MAYOR – LIST OF ENGAGEMENTS

To receive the list of engagements undertaken by the Mayor/Consort and Deputy Mayor 2010/2011 to date (copy forwarded to Members electronically and also available to view on the Town Council website).

13. COMMITTEE SELECTION

To appoint the following Standing Committees of the Town Council in accordance with Standing Order 48(i):-

a. Strategy and Resources Committee

Delegation as approved for policy, finance, CCTV, heritage, promotional and publicity matters and to subsequently appoint a Personnel Sub-Committee, Museum/Heritage Centre Management Committee, Civic Award Working Party, Urgent Matters Sub-Committee, Performance Review Sub-Committee and any single issue Working Group required.

12 Members plus ex-officio Members.

b. Amenities Committee

Delegation as approved of responsibility for operational management of services and to subsequently appoint a Stanley Park Development Working Party and any single issue Working Group.

12 Members plus ex-officio Members.

c. Planning and Environment Committee

Delegation as approved to respond to planning matters including commenting on planning applications, planning appeals, planning policies, street naming, highway matters including car parking, and to subsequently appoint a Town Planning Steering Group.

12 Members plus ex-officio Members.

14. REPRESENTATION ON OUTSIDE/JOINT BODIES

- (i) To receive reports from representatives on outside bodies and to nominate Members for the following (Minute 70/10 refers):-

<u>Organisation</u>	<u>2010/2011 Representative</u>
Chippenham Area Board	Councillor ACG Noblet Councillor RHP Purdon
Chippenham and Villages Area Partnership (ChAP)	Councillor ACG Noblet
Chippenham Neighbourhood Policing Tasking	All Town Councillors
Chippenham Twinning Association	Councillor Mrs EA Kennedy
Chippenham Vision	Councillor ACG Noblet Chairman Planning & Environment Committee
Chippenham Youth Development Task Group	Councillor Mrs DLB Powell

Fair Trade Group	Councillor M/s S Veitch
Pewsham Community Centre	Councillor RHP Purdon Councillor MAC Packard
Public Transport (Parish Group 16)	Councillor Mrs MF Lloyd Councillor JR Scragg Councillor Mrs NM Phillips
Waste Not Want Not Recycling Project	Councillor M/s S Veitch
Wiltshire Association Local Councils	Councillor JR Scragg

Members unable to attend Town Council are requested to submit written reports.

(ii) To note the following on-going representation:

The Parish Church of St. Andrews – Vicar and Churchwarden’s Charities	Cllr Mrs MF Lloyd Cllr Mrs JM Wood (term expires 2012)
Mrs Utterson’s Almhouses	Cllr Mrs MM Fallon (expires 2013) Cllr Mrs DB Allen (term expires 2013)

(iii) To note the following on-going nominations as Trustees:-

Chippenham Borough Lands Charity	Cllr MAC Packard (term expires 2012) Cllr Mrs M Pile (term expires 2012)
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15. PRESS RELEASE

To consider, if necessary, the issue of a press release arising from the meeting.