

COUNCIL

11 January 2012

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

Dear Councillor

MEETING OF THE FULL COUNCIL – 18 January 2012

You are summoned to attend a meeting of **Chippenham Town Council** to be held at The Town Hall, High Street, Chippenham on **Wednesday 18 January 2012** commencing at **7.00pm** for the transaction of the business given in the Agenda attached.

Please note members of the public are invited to address the council at this meeting at 7.00 p.m.

Yours faithfully,

**Mrs Sue Wilthew, BSc. (Hons), MILCM
Clerk & Chief Executive**

AGENDA
CHIPPENHAM TOWN COUNCIL - Wednesday 18 January 2012

1. APOLOGIES FOR ABSENCE

To receive apologies for absence and consider if the reason for absence should be formally approved by the Council.

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.

4. PRESENTATION BY OFFICERS

To receive for information a verbal report by Peter Hussey, Community Football Development Officer on recent achievements.

5. MINUTES

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

6. MATTERS ARISING

Matters of information not covered on the Agenda.

7. MAYOR'S ANNOUNCEMENTS

- (i) To receive any announcements.
- (ii) To receive a list of engagements undertaken by the Mayor and Deputy Mayor since the last meeting of Town Council held on 23 November 2011 (copy attached).

8. COMMITTEE MINUTES

To receive the following:-

a. Strategy and Resources Committee

Minutes of the meeting held on Wednesday 14 December 2011 (copy previously circulated). The Recommended item contained in Minute 97(v) regarding the Precept is dealt with under Agenda Item 9.

b. Amenities Committee

Minutes of the meeting held on Wednesday 11 January 2012 and any Recommendations arising (copy to follow).

c. Planning and Environment Committee

Minutes of the meetings held on Thursday 8 December 2011 (copy previously circulated) and Thursday 5 January 2012 (copy enclosed).

9. PROPOSED BUDGET AND PRECEPT 2012/2013

To consider the Recommended item in Minute 97(v) of the Strategy and Resources Committee held on Wednesday 14 December 2011 and to approve:-

- (i) The net overall budget for 2012/2013 in the sum of £1,701,390.
- (ii) That a Precept for 2012/2013 be levied on Wiltshire Council in the sum of £1,701,390.

10. STRATEGIC PLAN 2011 – 2013

To adopt the final version of the above for (S&R Minute 81/11 refers) (copy enclosed).

11. RIVER FESTIVAL: POLICY AND FUNDING

To give further consideration to a joint report by the Clerk & Chief Executive and Head of Support Services (copy attached) regarding the above (S&R Minute 95/11 refers).

12. TOWN CENTRE WORKING PARTY

To consider a report by the Clerk & Chief Executive (S&R Minute 101/11 refers) giving background on the above (copy attached).

13. MRS UTTERSON'S ALMSHOUSES

Following the resignation of Councillor Mrs DB Allen from the above, Revd. Simon Tatton-Brown has requested that the Town Council nominate a successor (Cllr Allen's appointment was effective from 1 December 2009 and would have expired on 31 November 2013).

Section 7 of the Charity Commission Scheme is set out below and the full document is available upon request:

- (1) Two nominated trustees must be appointed by Chippenham Town Council; and The Parochial Church Council of St Andrew Chippenham with Tytherton Lucas.
- (2) Any appointment must be made at a meeting held according to the ordinary practice of the Councils.
- (3) Each appointment must be made for:
 - (a) 4 years; or
 - (b) if the appointment is being made to fill a casual vacancy, the unexpired term of the appointee's predecessor.
- (4) The appointment will be effective from the later of:
 - (a) the date of the vacancy; and
 - (b) the date on which the trustees or their secretary or clerk are informed of the appointment.
- (5) The person appointed need not be a member of the Council.

14. CLERK AND CHIEF EXECUTIVE TITLE

To consider the recommendation by the C&CE Annual Review Panel held on 10 January 2012 to change the title to "Chief Executive" with immediate effect.

15. SHADOW CAMPUS OPERATIONS BOARD (SCOB)

To receive a verbal update on the above Working Party from Councillor JA Phillips.

16. PRESS RELEASE

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