



Chippenham
Town Council

Improving
the quality
of town life

Wednesday 22 November 2017

To: Councillors:

James Adman	Desna Allen
Richard Bambury	Peter Bishop
Holly Bradfield	Jenny Budgell
Clare Cape	Bill Douglas
Rajvir Gill	Peter Hutton
Teresa Hutton	Ruth Lloyd
Michael Merry	Nick Murry
Mary Norton (Chairman)	Ashley O'Neill
Michelle Pearce	Andy Phillips
Nina Phillips	David Powell
Chris Ruck	John Scragg
Melody Thompson	Sandie Webb

Dear Councillor,

MEETING OF THE COUNCIL – WEDNESDAY 29 NOVEMBER 2017

You are summoned to attend the a meeting of the Full Council to be held at The Town Hall, High Street, Chippenham on **Wednesday 29 November 2017** commencing at **7pm** for the transaction of the business given in the Agenda attached.

All council meetings are open to the public and press. Members of the public are invited to address the Council at this meeting at 7pm.

Yours faithfully,

Mark Smith MBA LLB (Hons) C.Mgr FCMI FILCM
Chief Executive

RECORDING OF PUBLIC COUNCIL MEETINGS

Recording and using social media is permitted at Council meetings which are open to the public - however, anyone wishing to do so must speak to the Town Council staff prior to the meeting as there are rules which must be followed.

7pm PUBLIC QUESTION TIME (not to exceed 30 minutes)

The public are welcome to make representations, ask questions and give evidence at a meeting which they are entitled to attend in respect of the business on the agenda.

Any individual representation is limited to no more than 3 minutes. The Chairman will call the representation from those who are indicating that they wish to speak; written representations can also be received in advance of the meeting.

A record of any public participation session shall not be included in the Minutes, but included as an appendix note to the Minutes of the meeting.

AGENDA

FULL COUNCIL MEETING – WEDNESDAY 29 NOVEMBER 2017

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 Councillors of the Town Council are reminded to declare any pecuniary or non-pecuniary interests they may have in any business of the Council, its Committees or Sub-Committees, in accordance with the latest approved Code of Conduct.

Councillors are reminded to declare any dispensation granted in relation to any relevant matter.

3. MINUTES OF THE PREVIOUS MEETING

To receive the draft minutes of the meeting held on Wednesday 27 September 2017 (copies attached).

4. 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 Wednesday 28th September 2017 (copy attached).

5. LEADER'S UPDATE

To receive a verbal update from the Leader of the Council.

6. WILTSHIRE POLICE UPDATE REPORT

To receive an update from Inspector Mark Luffman and Sergeant Don Pocock, Wiltshire Police (written report attached).

7. COMMITTEE MINUTES

To receive the following:

- a. Amenities, Culture and Leisure Committee
The draft minutes of the meeting held on 15 November 2017 (previously circulated).
- b. Strategy and Resources Committee
The draft minutes of the meeting held on 25 October 2017 (previously circulated).
- c. Planning, Environment and Transport Committee
The draft minutes of the meetings held on 5 and 26 October and draft from 16 November 2017 (previously circulated).
- d. Personnel Sub Committee
The draft minutes from the Personnel Committee meeting held on Thursday 9 November 2017 (previously circulated).

8. MEMBERSHIP OF OUTSIDE BODIES

a. Chippenham Twinning Association Vacancy

To receive a letter from the Chippenham Twinning Association and for councillors to appoint a new member to this vacancy to support activities and promote the Chippenham Twinning Association (copy attached).

b. Chippenham Rail Users Group Meeting

To appoint members to the Chippenham Rail Users Group, after receiving a verbal update from from Councillors John Scragg and Nick Murry who recently attended a meeting held on 09 November 2017

9. CALENDAR OF MEETINGS

To receive a report from the Head of Finance and Administration on the proposed Calendar of Meetings for 2018/19 and to agree the dates for meetings in 2018/19 (copy attached).

10. NEIGHBOURHOOD PLAN

To receive a report from the Chief Executive and to consider if Chippenham Town Council is to proceed with a Neighbourhood Plan (copy attached).

11. THE DRAFT CORPORATE STRATEGIC PLAN

To receive a report from the Chief Executive on the progress to date on the draft Corporate Strategic Plan and to consider if the Corporate Strategic Plan is adopted by councillors (copy attached).

12. COUNCIL CHAMPIONS

To receive a report from the Chief Executive on the scope of the Councillor Champions and to consider appointments of Councillor to specific roles (copy attached).

13. COMMEMORATIVE TAPESTRY

To receive a report from the Deputy Chief Executive on the proposed Commemorative Tapestry and consider if the council proceeds with a commemorative tapestry (copy attached).

14. STANLEY PARK CARPARK RESURFACING

To receive a report from the Deputy Chief Executive on a proposal to resurface the car park at Stanley Park and to consider if the council agrees to support the recommendations contained within the report, to proceed with the resurfacing (copy attached).

15. WILTSHIRE LOCAL PLAN REVIEW CONSULTATION

To receive an update from the Chief Executive on the Wiltshire Council Core Strategy review consultation which closes on 19th December 2017, following his attendance at the Wiltshire Council briefing session held on 16th November 2017 and to consider if a response is to be made by Chippenham Town Council (copy attached).

16. STREET PASTORS

To receive a report from the Chief Executive that gives support to the Chippenham Street Pastors extending their current night-time activity into day-time activity on market days in Chippenham (copy attached).

17. MOTIONS FROM COUNCILLORS

To consider 2 motions from Councillor Nick Murry (report attached).

a. Motion One - Tree Warden Scheme

“That Chippenham Town Council appoints a Tree Warden to work as a volunteer under the National Tree Wardens Scheme, in collaboration with Wiltshire Council, and allows for the appointment of additional tree wardens in future should participation in the scheme prove successful.”

b. Motion Two – Recorded Voting.

“That in keeping with Wiltshire Council’s recently adopted resolution, Chippenham Town Council requires that all budgetary and policy matters, and any other substantive motions proposed at Full Council (i.e. those put forward by the Council or its members for resolution at the meeting) be resolved by a recorded vote as a matter of course. Details of the recorded vote will then be published with the minutes of every

meeting of Full Council and made available to elected members and the public following each meeting upon request. This is in line with Chippenham Town Council's commitment to transparency, accountability and promotion of public participation."

18. COUNCILLOR FEEDBACK

(I) To receive feedback from Wiltshire Councillors on significant work they are involved with (each Member who wishes to submit a report has 5 minutes only).

- a. To receive information from Councillor Nick Murry on
Transwilts Rail Users group
Station Hub Phase 1 Working Party
Wiltshire Council 'Third Party Advertising Policy Task Group.
- b. To receive information from Councillor Peter Hutton on:
Activities of the Chippenham Area Board
The Chippenham Health and Wellbeing Group
Purple Flag initiatives
Street Pastors and the Safe Zone dates.

(ii) To receive feedback from Town Councillors on significant work they are involved with (each Member who wishes to submit a report has 5 minutes only).

(iii) To receive an update on the activities of the Wiltshire Association of Local Councils (Cllr John Scragg).

19. TO SUBMIT ITEMS FOR INCLUSION ON FUTURE COUNCIL AGENDAS

20. PRESS RELEASE

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

21. DATE OF NEXT MEETING

The next meeting of Full Council will be held on Wednesday 17 January 2018.