

CHIPPENHAM TOWN COUNCIL

Minutes of a meeting of the Town Council held at the Town Hall, High Street, Chippenham on Wednesday 17th January 2018 at 7pm.

COUNCILLORS: James Adman Desna Allen
Richard Bambury Peter Bishop
Holly Bradfield Jenny Budgell
Peter Hutton Teresa Hutton
Ruth Lloyd Michael Merry
Mary Norton (Chairman) Michelle Pearce
Nina Phillips Andy Phillips
Chris Ruck John Scragg
Melody Thompson Sandie Webb

OFFICERS PRESENT: Mark Smith (Chief Executive)
Adrian Jones (Deputy Chief Executive)
Charlotte Starkie (Head of Finance and Administration)

PUBLIC PRESENT: One member of the public was present.

PUBLIC QUESTION TIME

No public questions were received.

81. APOLOGIES FOR ABSENCE

Apologies were received from Councillors Ashley O'Neill, Bill Douglas, Rajvir Gill, Clare Cape, Nick Murry and David Powell.

82. DECLARATIONS OF INTEREST

No Declarations of Interest were made.

83. MINUTES OF THE PREVIOUS MEETINGS

The minutes of the meetings held on Wednesday 11th October and 29th November 2017 were approved as true records of proceedings and signed by the Mayor.

RESOLVED that:

The minutes be accepted as true records of proceedings.

84. MAYOR'S ANNOUNCEMENTS

- i. The Mayor requested that the item to consider the BMX track at Stanley Park be brought forward. This was agreed.
- ii. Councillors received the list of engagements undertaken by the Mayor and Deputy Mayor since the last meeting.

85. LEADER'S UPDATE

The Leader gave an update to Councillors of challenges ahead for the Council. After several months of preparation and consultation the Corporate Strategic Plan had been adopted. The Council was considering devolution of assets and services from Wiltshire Council, introducing a Neighbourhood Plan for Chippenham and developing tourism in the future. It would be essential to keep the public informed of what was happening in the years ahead now that the Council had adopted its Corporate Strategic Plan.

86. WILTSHIRE POLICE UPDATE REPORT

Councillor's received a written update from Wiltshire Police.

Councillor Richard Bambury asked if the Officers were aware that the mobile CCTV van had been positioned in Bath Road carpark. The Deputy Chief Executive informed the meeting that following a very successful meeting with multi agencies involved with tackling anti-social behaviour, additional monitoring of the car park was being undertaken. An update on the operation of the Bath Road toilet facility will be made at a future meeting of the Strategy and Resources Committee.

Councillor Holly Bradfield requested a breakdown of the policing budget for the Chippenham area. This request would be passed to Wiltshire Police for a response.

RESOLVED that:

The report be noted.

87. COMMITTEE MINUTES

Members received the minutes from the following committee meetings:

i. Amenities, Culture and Leisure Committee

The minutes from the Amenities, Culture and Leisure Committee on 10th January 2018 were presented and all matters were resolved other than the following resolutions:

"That Full Council agree to the redesign of the BMX track at Stanley Park Sports Ground at a cost of £16, 480 plus VAT and that the cost of the work is met from General Reserves".

Councillors discussed the above recommendation and the following points were raised: that applications for external funding support to be submitted prior to the work commencing, that the potential users of the BMX track and the Local Youth Network be informed and consulted on the proposed changes.

Members voted on the above resolution and the amendments to the proposal, and with one abstention the following was agreed:

RESOLVED that:

- a. The Council agree to the redesign of the BMX track at Stanley Park Sports Ground.

- b. That authority be delegated to the Deputy Chief Executive to engage with the contractor who had submitted the quotation for the work at a cost of £16,480 (plus VAT).
- c. Officers seek to obtain external financial support to fund the project.
- d. That any cost to the Council for the work to be met from General Reserves.
- e. That the Local Youth Network and people of Chippenham be consulted on the proposed redesign.

ii. Strategy and Resources Committee

The draft minutes from the Strategy and Resources Committee on 13th December 2017 were presented with all matters resolved.

iii. Planning, Environment and Transport Committee

The minutes of the Planning, Environment and Transport Committee on 7th December 2017 and 4th January 2018 were presented with all matters resolved.

88. BUDGET AND PRECEPT REQUIREMENTS FOR 2018/19

Councillor Sandie Webb presented the budget and precept proposal to the meeting. She reminded Councillors that the process had commenced in September 2017, that all committees and sub committees had considered their budget and that the Finance Working Party had also met several times to consider the budget proposal.

The Council had adopted a Corporate Strategic Plan and had identified actions that it wished to develop in the coming year. Staff salaries were increasing in line with national pay awards in the public sector and the Council had agreed to employ additional staff to assist with the increasing workload to deliver new projects. On a positive note, additional income was being achieved with proactive use of Council assets and services and the Council was also in receipt of developer money from the Community Infrastructure Levy. The Council would endeavour to introduce new efficiency savings via a review of all its activities and delivery of services.

Councillor Sandie Webb asked that the proposed budget be commended to the meeting as a well-balanced and forward looking budget and proposed the following:

o Budgeted CTC Expenditure	£2,770,809
o Budgeted CTC income	£605,733
o Net Variance	£2,165,076

Representing a 3% increase on the Precept:

o Precept	£2,106,118
o From General Reserves	£58,958

Councillor Peter Hutton seconded this proposal.

He stated that the Council needed to be mindful of the increases levied by other authorities, but agreed that a 3% increase for the Council tax payers was welcome and reasonable.

Councillor Andy Phillips explained that the Finance Working Party and the Strategy and Resources Committee had considered both a 5% increase and a 3% increase on the precept. It recognised that while it had adequate funds in its General Reserves and Earmarked Funds, it also needed to be in a strong financial position to receive the developed services and assets from Wiltshire Council.

A request for a recorded vote was made.

A general discussion ensued and Councillors were asked to vote on the proposed budget for the year 2018/19 and the proposed precept for 2018/19.

Councillors voted as follows:

In favour of a 3% increase to the precept:

Councillors James Adman, Desna Allen, Richard Bambury, Peter Bishop, Jenny Budgell, Holly Bradfield, Peter Hutton, Teresa Hutton, Ruth Lloyd, Michael Merry, Mary Norton, Michelle Pearce, Nina Phillips, Andy Phillips, Chris Ruck, John Scragg, Melody Thompson and Sandie Webb.

Against a 3% increase to the precept: None

Abstention to the vote: None

RESOLVED that:

- a. The Council's expenditure budget for 2018/19 is £2,770,809
- b. The Council's income target for 2018/19 is £605,733
- c. The net variance is £2,165,076
- d. £58,958 be removed from General Reserves to fund a shortfall in the variance
- e. A precept of £2,106,118 be levied on Council tax payers via Wiltshire Council
- f. This precept represents a 3% increase
- g. The Band D Council tax bill will increase from £169.13 per annum to £174.20
- h. The Chairman of the meeting, along with the Chief Executive, sign the Town Council precept requirement 2018/19 form
- i. The electorate are informed at the earliest opportunity via the Council's newsletter and social media, of the proposed increase.

89. REPRESENTATION ON OUTSIDE BODIES

Councillors considered a request from the Rotary Club of Chippenham to invite the current Mayor and subsequent Mayors to become honorary members of the club in order to forge a stronger working relationship for the benefit of the local community.

Councillors considered this request and suggested that it would be for each individual Mayor to determine if they wished to take up the membership, rather than it becoming an automatic appointment.

RESOLVED that:

On an annual basis the newly elected mayor to consider if they wish to take up the opportunity to become an honorary member of the Rotary Club of Chippenham.

90. COUNCILLOR FEEDBACK

- a. Councillor Peter Hutton informed the meeting that over the Christmas and New Year period he, along with other Councillors, had worked with the Street Pastors adding a valuable service to the night time economy. He wished to express his thanks for the work and support provided by the Street Pastors, St Johns Ambulance, South West Ambulance and all the other agencies over the Christmas period.
- b. Councillor John Scragg informed the meeting that along with Councillor Nick Murry he has attended the Chippenham Rail Users Group.
- c. Councillor Nick Murry has attended the Twinning Association meeting.

91. PRESS RELEASE

It was agreed that press releases would be issued on the following matters:

- The increase to the precept and budget for 2018/19.
- The redesign on the BMX Track.

92. DATE OF NEXT MEETING

The next meeting will be held on Wednesday 28th March 2018.

The meeting closed at 7.55pm.

These Minutes are subject to confirmation at the next meeting.

Signed on behalf of the Town Council as a true record of the meeting.

Signature:

Date: