

CHIPPENHAM TOWN COUNCIL

Minutes of a meeting of the Town Council held at the Town Hall, High Street, Chippenham on Wednesday 28th March 2018.

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

OFFICERS PRESENT:	Mark Smith (Chief Executive)
	Adrian Jones (Deputy Chief Executive)
	Charlotte Starkie (Head of Finance and Administration)
	Daryl Jones (Corporate Support Manager)
	Lynsey Nichols (Marketing and Communications Manager)

**PUBLIC
PRESENT:** None

PUBLIC QUESTION TIME

No public questions were received.

93. APOLOGIES FOR ABSENCE

Apologies were received from Councillors Holly Bradfield, Rajvir Gill, Michael Merry and Melody Thompson.

94. DECLARATIONS OF INTEREST

No Declarations of Interest were made.

95. MINUTES OF THE PREVIOUS MEETINGS

The minutes of the meetings held on Wednesday 17th January 2018 were approved as true records of proceedings and signed by the Mayor.

RESOLVED that:

The minutes be accepted as true records of proceedings.

96. MAYOR'S ANNOUNCEMENTS

- i. The Mayor informed Councillors that there are still tickets available for the Mayoral Ball on Saturday 14th April 2018.
- ii. The Mayor asked Councillors to encourage local residents to attend the forthcoming Annual Town Meeting which is being held on Wednesday 2nd May 2018.
- iii. Councillors received the list of engagements undertaken by the Mayor and Deputy Mayor since the last meeting.

97. LEADER'S UPDATE

The Leader, Councillor Sandie Webb gave an update to Councillors on the activities undertaken and meetings attended since the last meeting. In particular, representing the Town Council in building good working partnership relationships with Wiltshire Council, local businesses, the BID, Chamber of Commerce and Borough Lands. The Leader thanked the staff for setting up the Councillors' Room. The Leader highlighted the forthcoming 'Media Training' for Councillors on Monday 30th April 2018 and encouraged Councillors to attend.

98. WILTSHIRE POLICE UPDATE REPORT

Councillors received a written update from Wiltshire Police and a verbal presentation from the Acting Superintendent. The information contained details of the new policing staff arrangements for Wiltshire.

RESOLVED that:

The report be noted and asked that the presentation be circulated with the minutes.

99. COMMITTEE MINUTES

- a. Amenities, Culture and Leisure Committee
The draft minutes of the meeting held on Wednesday 07 March 2018 were presented and all matters resolved.
- b. Strategy & Resources Committee
The draft minutes of the meeting held on Wednesday 21 February 2018 were presented and all matters resolved.
- c. Planning, Environment and Transport Committee
The draft minutes of the meetings held on Thursday 25 January, 15 February and 08 March 2018 were presented and all matters resolved.
- d. Personnel Sub-Committee
The draft minutes of the meeting held on Thursday 01 February 2018 were presented and all matters resolved.

100. TOURISM STRATEGY WORKING PARTY

Councillors considered the report to set up a Tourism Strategy Working Party to oversee the development of the Council's tourism strategy in line with the Corporate Strategic Plan 2018 - 2020.

RESOLVED that:

- i. To establish a Tourism Strategy Working Party.
- ii. To nominate nine Councillors to be on the working party; these included Councillors James Adman, Claire Cape, Teresa Hutton, Mary Norton, Nina Phillips, David Powell, Chris Ruck, Sandie Webb and Rajvir Gill, who although not present had previously shown an interest in Tourism.
- iii. To authorise the Chief Executive to determine the terms of reference, level of adequate support required and arrange the date for the first meeting.

101. THE VOICE OF THE COUNCILLOR

Councillors received and noted the report which outlined details of the publication; a copy of which is available in the Councillors' Room at the Town Hall.

102. MINISTRY OF JUSTICE UPDATE

The Chief Executive gave a verbal update on the Ministry of Justice and HM Courts and Tribunal Service consultation, "Fit for the future: transforming the Court and Tribunal Estate".

RESOLVED that:

Delegation be given to the Chief Executive to respond to the relevant government departments.

103. STANDING ORDERS ADOPTION

Councillors considered the report from the Head of Finance and Administration, who also verbally outlined the process on how the draft standing orders had been updated by the Standing Orders Working Party. The Chairman of the Standing Orders Working Party explained the points raised in the addendum to Appendix A and Councillor Pete Bishop withdrew his comments noted on Appendix A. It was unanimously agreed by all Councillors.

RESOLVED that:

The Standing Orders be adopted by the Town Council, subject to the Head of Finance and Administration making the changes as proposed in the Addendum.

104. COUNCILLOR'S MOTION

Councillors received a motion from Councillor Nick Murry that:

- i. Chippenham Town Council endorse the establishment of a Cycle Network Development Group aimed at promoting opportunities for expanding and improving cycle routes and cycle parking in Chippenham.
- ii. It agrees to support the group by providing it with space for its (occasional) meetings.

Councillors debated this motion in detail and the consensus of the group was they agreed with the principle and that an application should be made to the Community Donations Sub-Committee to cover the cost of room hire as all community groups are advised to do.

RESOLVED that:

- i. Chippenham Town Council endorsed the establishment of a Cycle Network Development Group aimed at promoting opportunities for expanding and improving cycle routes and cycle parking in Chippenham.
- ii. The Town Council invites the group to make an application for use of space in the Town Hall to the Community Donations Sub-Committee.

105. COUNCILLOR FEEDBACK

Town Councillors

- i. Councillor Teresa Hutton informed the meeting that she had been involved in a community litter pick and was actively supporting the Pewsham Community Centre's fundraising activities.
- ii. Councillor John Scragg informed the meeting that the French Twinning Group would be visiting La Fleche 25 – 29 May 2018 and that visitors from Friedberg would be coming to Chippenham 17 - 21 August 2018.

Wiltshire Councillors

- i. Councillor Nick Murry explained that litter pick equipment at Monkton Park is available for all to use; the code for which is available by request to himself.
- ii. Councillor Clare Cape informed Councillors that a recent Wiltshire Council meeting had been held at Salisbury to show support to the City following the recent event and she encouraged everyone to visit and support local businesses. She also mentioned a feasibility study on a 'Shared Lives' project and a task force looking at a performance matrix for the 'CAM' service.
- iii. Councillor Bill Douglas informed Councillors that he was actively seeking funding revenues via Wessex Water and McCarthy Stone to improve the Bridge Centre roundabout and following the recent medical emergencies as a result of the snow, he is liaising with local pharmacies to put plans in place for the future.

WALC

Councillors considered and noted the written report from Councillor John Scragg.

106. PRESS RELEASE

It was agreed that no press releases would be issued at this time.

107. DATE OF NEXT MEETING

The next meeting will be held on Wednesday 16th May 2018.

The meeting closed at 9.05pm

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:

DRAFT