

CHIPPENHAM TOWN COUNCIL

Minutes of a meeting of the Town Council held at the Town Hall, High Street, Chippenham on Wednesday 16th May 2018.

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	Ashley O'Neill
	Michelle Pearce	Andy Phillips
	Nina Phillips	David Powell
	Chris Ruck	John Scragg
	Melody Thompson	Sandie Webb

OFFICERS PRESENT: Mark Smith (Chief Executive)
Adrian Jones (Deputy Chief Executive)
Daryl Jones (Corporate Support Manager)
Lynsey Nichols (Marketing and Communications Officer)

PUBLIC PRESENT: Three members of the public were present

PUBLIC QUESTION TIME

No public questions were received.

1. MAYORS ANNOUNCEMENTS

- i) The Mayor welcomed all Councillors to the Annual Meeting of the Town Council and gave special thanks to Councillor Andy Phillips in his role as Deputy Mayor. The Mayor reminded Councillors of the forthcoming Funday at John Coles Park on 9 June and mentioned that Tombola items were still required.
- ii) Members received the list of engagements undertaken by the Mayor and Deputy Mayor. One addition to the list being St Andrews Church – 4 Choirs Sing Out - Wellboring Concert which was held 12 May.

2. ELECTION OF THE CHAIRMAN WHO SHALL BE KNOWN AS THE TOWN MAYOR 2018/19

The outgoing Mayor, Councillor Mary Norton sought nominations for the Office of Mayor for the municipal year 2018/19.

By virtue of his post as Deputy Mayor, Councillor Andy Phillips was automatically nominated for the role of Town Mayor.

It was proposed by Councillor Mary Norton, seconded by Councillor John Scragg and all in favour unanimously

RESOLVED that

Councillor Andy Phillips be elected Mayor for the Municipal Year 2018/19.

3. DECLARATION OF ACCEPTANCE OF OFFICE OF TOWN MAYOR

Councillor Andy Phillips, the newly elected Mayor, read and signed the Declaration of Office which was witnessed by the proposer and seconder, followed by the Chief Executive, and was presented with the Chain of Office. The Chief Executive announced Councillor Andy Phillips as the newly elected Mayor for the forthcoming year.

The Mayor gave thanks to Councillor Mary Norton, the outgoing Mayor and welcomed everyone to the meeting.

4. APOLOGIES FOR ABSENCE

No apologies for absence was received as all were present.

5. DECLARATIONS OF INTEREST

No Declarations of Interest were made.

6. ELECTION OF VICE CHAIRMAN OF COUNCIL WHO SHALL BE KNOWN AS DEPUTY TOWN MAYOR

The Mayor sought nominations for the Office of Deputy Town Mayor for the municipal year 2018/19.

Councillor Teresa Hutton was proposed by Councillor Peter Hutton, and seconded by Councillor Chris Ruck.

Councillor Desna Allen was proposed by Councillor John Scragg, and seconded by Councillor David Powell.

There being no more nominations, the vote was taken with the results as follows:-

Councillor Teresa Hutton: 11 votes
Councillor Desna Allen: 13 votes

RESOLVED that

Councillor Desna Allen be elected Deputy Mayor for the municipal year 2018/19.

7. MINUTES OF THE PREVIOUS MEETINGS

The draft minutes of the Council meeting held on Wednesday 28 March 2018 were received as a true and accurate record of the meeting and signed by the Mayor.

RESOLVED that:

The minutes be accepted as true records of proceedings.

8. COMMITTEE MINUTES

i) Strategy and Resources Committee

The draft minutes from the Strategy and Resources Committee on 11 April 2018 were presented with all matters resolved.

ii) Planning, Environment and Transport Committee

The draft minutes of the Planning, Environment and Transport Committee on 29 March and 19 April were presented with all matters resolved.

9. ELECTION OF LEADER OF THE COUNCIL

The Mayor sought nominations for the Leader of the Council.

Councillor Sandie Webb was nominated by Councillor James Adman, and seconded by Councillor Desna Allen.

Councillor Peter Hutton was nominated by Councillor Richard Bambury, and seconded by Councillor Teresa Hutton.

There being no other nominations the vote was taken with the results as follows:-

Councillor Sandie Webb: 13 votes
Councillor Peter Hutton: 11 votes

RESOLVED that:

Councillor Sandie Webb be elected as Leader of the Council for the municipal year 2018/19.

10. ELECTION OF DEPUTY LEADER OF THE COUNCIL

The Mayor sought nominations for the Deputy Leader of the Council.

Councillor Jenny Budgetell was nominated by Councillor Sandie Webb, and seconded by Councillor Desna Allen.

Councillor Richard Bambury was nominated by Councillor Peter Hutton, and seconded by Councillor Teresa Hutton.

There being no other nominations the vote was taken with the results as follows:-

Councillor Jenny Budgetell: 13 votes
Councillor Richard Bambury: 11 votes

RESOLVED that:

Councillor Jenny Budgell be elected as Deputy Leader of the Council for the municipal year 2018/19.

11. ARRANGEMENTS FOR APPOINTMENT OF STANDING COMMITTEE CHAIRMAN

The Chief Executive gave a verbal report recommending that the Mayor attends the first meeting of each standing committee in the new municipal year to preside over the opening of the meeting and the election of the Chairman.

It was proposed by Councillor Peter Hutton, and seconded by Councillor Desna Allen and all in favour unanimously

RESOLVED that

The Mayor or Deputy Mayor attends the 1st meeting of each Standing Committee in the new municipal year, to preside over the opening of the meeting and the election of Chairman, but would not use a casting vote in the case of an equality of votes.

12. COMMITTEE APPOINTMENT

(a) (i) Amenities, Culture and Leisure Committee (12)

The Mayor sought nominations for the 12 vacancies on the Amenities, Culture and Leisure Committee.

The following Councillors' names were submitted:

Desna Allen	Pete Bishop	Holly Bradfield	Bill Douglas
Rajvir Gill	Teresa Hutton	Ruth Lloyd	Nina Phillips
David Powell	Chris Ruck	Melody Thompson	Sandie Webb

Jenny Budgell, Peter Hutton and Nick Murry as substitutes.

All were in agreement that the above Councillors form the Amenities, Culture and Leisure Committee.

RESOLVED that:

The Councillors named above be appointed to the Amenities, Culture and Leisure Committee for the municipal year 2018/19.

(a) (ii) Planning, Environment and Transport Committee (12)

The Mayor sought nominations for the 12 vacancies on the Planning, Environment and Transport Committee.

The following Councillors' names were submitted:

Richard Bambury	Jenny Budgell	Bill Douglas	Peter Hutton
Michael Merry	Nick Murry	Mary Norton	Michelle Pearce
Andy Phillips	Nina Phillips	John Scragg	Sandie Webb

Ruth Lloyd as a substitute.

All were in agreement that the above Councillors form the Planning, Environment and Transport Committee.

RESOLVED that:

The Councillors named above be appointed to the Transport, Environment and Transport Committee for the municipal year 2018/19.

(a) (iii) Human Resources Committee (9)

The Mayor sought nominations for the 9 vacancies on the Human Resources.

The following Councillors' names were submitted:

Desna Allen	Richard Bambury	Pete Bishop	Jenny Budgell
Teresa Hutton	Nick Murry	Andy Phillips	David Powell
Sandie Webb			

Mary Norton, Nina Phillips and Michelle Pearce as substitutes.

All were in agreement that the above Councillors form the Human Resources Committee.

RESOLVED that:

The Councillors named above be appointed to the Human Resources Committee for the municipal year 2018/19.

(b) Strategy & Resources Committee (12)

(b) (i) It was noted that Councillor Sandie Webb, Leader of the Council is automatically Chairman of Strategy & Resources Committee

(b) (ii) It was noted that Councillor Jenny Budgell, Deputy Leader of the Council is automatically Vice Chairman of Strategy & Resources Committee

(b) (iii) It was noted that the Chairman of the Council, Councillor Andy Phillips, is appointed to the Strategy & Resources Committee

(b) (iv) The Mayor sought nominations for the 9 vacancies on the Strategy & Resources Committee:-

The following Councillors' names were submitted:

James Adman	Desna Allen	Clare Cape
Peter Hutton	Teresa Hutton	Mary Norton
Ashley O'Neill	Chris Ruck	John Scragg

Michael Merry, Nick Murry and Michelle Pearce as substitutes.

All were in agreement that the above Councillors form the Strategy & Resources Committee.

RESOLVED that:

The Councillors named above be appointed to the Strategy & Resources Committee for the municipal year 2018/19.

(c) Civic Matters Sub-Committee (5)

It was noted that the Mayor and Deputy Mayor are automatically included.

The Mayor sought nominations for the 3 vacancies on the Civic Matters Sub-Committee:

The following Councillors names were submitted:

Rajvir Gill Michael Merry Mary Norton

John Scragg as a substitute

RESOLVED that:

The Councillors named above in addition to Councillor Andy Phillips (Mayor) and Councillor Desna Allen (Deputy Mayor) be appointed to the Civic Matters Sub-Committee for the municipal year 2018/19.

(d) Dispensations Sub-Committee (5)

The Mayor sought nominations for the 5 vacancies on the Dispensations Sub-Committee:

The following Councillors names were submitted:

Peter Hutton Ruth Lloyd Michael Merry Andy Phillips
Sandie Webb

RESOLVED that:

The Councillors named above be appointed to the Dispensations Sub-Committee for the municipal year 2018/19.

(e) Community Donations Sub-Committee (7)

The Mayor sought nominations for the 7 vacancies on the Community Donations Sub-Committee:

The following Councillors names were submitted:

Desna Allen Richard Bambury Pete Bishop Rajvir Gill
Teresa Hutton Mary Norton David Powell

Jenny Budgell as a substitute

RESOLVED that:

The Councillors named above be appointed to the Community Donations Sub-Committee for the municipal year 2018/19.

13. REPRESENTATION ON OUTSIDE BODIES

Nominations were invited for representatives on outside bodies for the municipal year 2018/19:

RESOLVED that the Councillors would represent the Town Council as following:

(a) Chippenham Area Board

Councillor Teresa Hutton

Councillor Ruth Lloyd

(Officer Support: Chief Executive)

(b) Chippenham Community Area Transport Group (CATG)

Councillor John Scragg

(Officer Support: Deputy Chief Executive)

(c) Community Working Group – Older People Accommodation

Councillor Nina Phillips

(d) Chippenham Health & Wellbeing Group

Councillor Clare Cape

Councillor Mary Norton

(e) Chippenham Safe & Supportive Communities

Councillor Desna Allen

Councillor Holly Bradfield

(f) Pewsham Community Centre

Councillor Clare Cape

Councillor Teresa Hutton

(g) The Parish Church of St. Andrew – Vicar and Churchwarden's Charities Committee

Councillor Richard Bambury

Councillor Mary Norton

(until April 2019)

(h) Waste Not Want Not Recycling Project

Councillor Chris Ruck

(i) Wiltshire Association of Local Councils (WALC)

Councillor John Scragg

(Officer Support: Chief Executive)

(j) Mrs Utterson's Almshouses

Councillor Richard Bambury

Councillor Jenny Budgell

(until December 2021)

(k) Chippenham Sea Cadets

The Mayor (in their capacity of Honorary President)

(l) Chippenham Twinning Association

The Mayor (in their capacity of Honorary President)

Councillor Nick Murry

(m) Chippenham Rail Users Group

(See Full Council Minute 67/291117)

Councillor John Scragg

(n) Rotary Club of Chippenham

At the Mayor's discretion to decide (to be an Honorary Member)

14. GENERAL POWER OF COMPETENCE

Councillors noted the need to renew the General Power of Competence and it was proposed by Councillor Desna Allen, seconded by Councillor Sandie Webb and all in favour unanimously

RESOLVED that

Chippenham Town Council resolves from 16 May 2018, until the next relevant Annual Meeting of the Council, that having met the conditions of eligibility as defined in the Localism Act 2011 and SI 965 The Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012, to adopt the General Power of Competence.

15. NEIGHBOURHOOD PLAN WORKING PARTY

Councillors noted the Chief Executive's report and recommendations and

RESOLVED that

(i) To set up a Neighbourhood Plan Working Party

(ii) To seek 10 nominations from Councillors to be on this working party

(iii) To authorise the Chief Executive to determine the terms of reference, level of adequate support required and arrange the date and time of the first meeting.

The Mayor then sought nominations for the Neighbourhood Plan Working Party.

The following Councillors names were submitted:

RESOLVED that:

Holly Bradfield	Clare Cape	Michael Merry	Nick Murry
Mary Norton	Michelle Pearce	Nina Phillips	Chris Ruck
John Scragg	Sandie Webb		

The Councillors named above be appointed to the Neighbourhood Plan Working Party for the municipal year 2018/19.

A request was made to invite the Neighbourhood Plan Consultant to a future council meeting to present to Councillors information relating to good practice.

16. PRESS RELEASE

To give the media an update on the newly appointed Mayor and Deputy Mayor.

17. DATE OF NEXT MEETING

The next meeting will be held on Wednesday 20 June 2018.

The meeting closed at 8.20pm.

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: