

CHIPPENHAM TOWN COUNCIL

Minutes of a meeting of the Town Council held at the Town Hall, High Street, Chippenham on Wednesday 16 January 2019 at 7pm.

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

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| OFFICERS | Mark Smith (Chief Executive) |
| | Adrian Jones (Deputy Chief Executive) |
| | Charlotte Starkie, Head of Finance & Administration |
| | Daryl Jones (Corporate Support Manager) |
| | Andy Conroy (Planning Officer) |
| | Heather Rae (Democratic & Civic Officer) |

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| PUBLIC PRESENT | None present |
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78. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors James Adman and Ashley O'Neill.

79. DECLARATIONS OF INTEREST

No declarations of Interest were made.

80. MINUTES OF THE PREVIOUS MEETINGS

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

RESOLVED that

The minutes be accepted as a true record of the proceedings.

81. MAYOR'S ANNOUNCEMENTS

- i) The Mayor expressed his appreciation to the Head of Finance & Administration for transforming the detail, analysis and presentation of financial reports and the dedication in which she had carried out her responsibilities. On behalf on the council he wished her well in the new role.

- ii) Councillors received the list of engagements undertaken by the Mayor and Deputy Mayor since the last meeting of the Town Council held on 28 November 2018.

82. WILTSHIRE POLICE UPDATE REPORT

The report received from the Wiltshire North Police Team, which was previously circulated, was noted and PS Don Pocock invited and answered questions from Councillors.

Councillor Rajvir Gill joined the meeting.

83. LEADER'S UPDATE

The Leader's report containing a thorough overview of current council business, which was previously circulated, was noted.

84. COMMITTEE MINUTES

- i) Amenities, Culture & Leisure Committee
The minutes of the meeting held on 9 January 2018 was presented with all matters resolved.
- ii) Planning, Environment & Transport Committee
The minutes of the meetings held on 22 November 2018, 13 December 2018 and 3 January 2019 were presented with all matters resolved.
- iii) Strategy and Resources Committee
The draft minutes of the meeting held on 12 December were presented with all matters resolved.
- iv) Human Resources Committee
The draft minutes of the meeting held on 8 November were presented with all matters resolved.

85. AGREE PRECEPT AND BUDGET FOR 2019/20

The Leader presented the report, previously circulated outlining the precept and budget for 2019/20, recommending that Council consider and agree the following:-

- i) That the council's expenditure budget for 2019/20 is £3,635,265
- ii) That the council's income target for 2019/20 is £686,715
- iii) That the net variance is £2,948,550
- iv) That a precept of £2,948,550 be levied on council tax payers via Wiltshire Council
- v) That the Band D council tax will increase from £174.20 to £239.61 for a Band D home
- vi) That the Chairman of the meeting, along with the Chief Executive, sign the Town Council precept requirement form 2019/20

- vii) That the electorate are informed at the earliest opportunity via the council's newsletter and social media, of the proposed increase.

Councillor Peter Hutton congratulated the Head of Finance & Administration for her dedication over the years and wished her well in the future.

Councillor Peter Hutton put forward an additional recommendation which was agreed by all:-

- viii) That the Town Council allocates the sum of up to £10,000 from the unallocated income from the devolution of services from Wiltshire Council to the Town Council into an earmarked fund entitled 'Community and Youth Projects'.

Councillors discussed the precept and budget, and it was proposed by Councillor Sandie Webb and seconded Desna Allen, a recorded vote was taken 'en block' for points i) to viii) above. It was unanimously

RESOLVED that

- i) That the council's expenditure budget for 2019/20 is £3,635,26
- ii) That the council's income target for 2019/20 is £686,715
- iii) That the net variance is £2,948,550
- iv) That a precept of £2,948,550 be levied on council tax payers via Wiltshire Council
- v) That the Band D council tax will increase from £174.20 to £239.61 for a Band D home
- vi) That the Chairman of the meeting, along with the Chief Executive, sign the Town Council precept requirement form 2019/20
- vii) That the electorate are informed at the earliest opportunity via the council's newsletter and social media, of the proposed increase.
- viii) That the Town Council allocates the sum of up to £10,000 from the unallocated income from the devolution of services from Wiltshire Council to the Town Council into an earmarked fund entitled 'Community and Youth Projects'.

86. UPDATE ON THE NEIGHBOURHOOD PLAN

The Planning Officer presented the report updating Councillors on the progress of the Chippenham Neighbourhood Plan since work the last update in November 2018.

RESOLVED that

The report be noted.

87. ANNUAL REVIEW OF THE CORPORATE STRATEGIC PLAN

The Head of Finance & Administration presented the report informing Councillors of the outputs that have been achieved in the first year since the adoption of the Corporate Strategic Plan.

RESOLVED that

The report be noted.

88. COMMUNITY INFRASTRUCTURE LEVY (CIL) EXPENDITURE POLICY

The Chief Executive presented the report outlining a new policy, previously circulated, that determines how the Council manages and spends the Community Infrastructure Levy receipts it receives from Wiltshire Council.

RESOLVED that

The Town Council adopt the policy and procedure for the administration of its CIL funding.

Councillor Melody Thompson left the meeting.

**89. WILTSHIRE COUNCIL STATUTORY NOTICE:
INTENTION TO DISCONTINUE THE FOLLOWING SPECIAL SCHOOLS:**

The Chief Executive gave a verbal account outlining the information received from Wiltshire Council on their intention to discontinue three special schools; one of them being in Chippenham.

- St Nicholas School (Special), Malmesbury Road, Chippenham SN15 1QF
- Rowdeford School (Special), Rowde, Devizes SN10 2QQ
- Larkrise School (Special), Ashton Street, Trowbridge BA14 7EB

The consultation process is underway and responses to the proposal must be sent back to Wiltshire Council by 5pm on 26 February 2019.

RESOLVED that

- i) A Working Party be set up for a single meeting to determine the formal response to the proposal before the end of the consultation period 26 February 2019.
- ii) The Working Party will consist of nine councillors:-

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| Bill Douglas | Ruth Lloyd | Nick Murry |
| Mary Norton | Michelle Pearce | Andy Phillips |
| David Powell | Chris Ruck | Sandie Webb |

90. COUNCILLOR MOTIONS

Councillors considered the following motion received from Councillor Nick Murry;

‘That Chippenham Town Council responds to the Wiltshire Clinical Commissioning Group’s (CCG) consultation on ‘Transforming Maternity Services’ in respect of the proposed removal of all post-natal beds (i.e. all overnight beds) at Chippenham Community Hospital Maternity Unit’.

Councillors discussed the Chippenham Community Hospital and

RESOLVED that

- i) That the Town Council set a Working Party to look at all services currently provided at Chippenham Community Hospital and to engage with the CCG on the future strategic role of the hospital in relation to existing and future service provision at Chippenham Community Hospital.
- ii) The first item on the agenda would be to respond to the Wiltshire Clinical Commissioning Group's (CCG) consultation on 'Transforming Maternity Services' in respect of the proposed removal of all post-natal beds (i.e. all overnight beds) at Chippenham Community Hospital Maternity Unit by the end of the consultation period 24 February 2019.
- iii) The Working Party will consist of nine councillors:-

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| Richard Bambury | Rajvir Gill | Peter Hutton |
| Ruth Lloyd | Michael Merry | Nick Murry |
| Nina Phillips | Chris Ruck | Sandie Webb |

91. COUNCILLORS FEEDBACK

Councillor Peter Hutton praised the good work of the Street Pastors over the festive season and suggested inviting them to a full council meeting to present an update on their activities.

92. PRESS RELEASE

Councillors requested that press releases be made regarding setting up the two Working Parties to respond to the consultation on St Nicholas School and the Maternity Services as previously discussed.

93. DATE OF NEXT MEETING

The next meeting will be held on Wednesday 27 March 2019 at 7pm.

The meeting closed at 8.44pm.

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