



CHIPPENHAM TOWN COUNCIL

Minutes of a meeting of the Town Council held at the Town Hall, High Street, Chippenham on Wednesday 27 November 2019 at 7pm.

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

OFFICERS	Mark Smith (Chief Executive)
	Nick Rees (Director of Resources)
	Barry Pirie (Director of Community Services)
	Lynsey Nichols (Communications and Customer Services Manager)
	Andy Conroy (Planning Officer)
	Heather Rae (Democratic Services Manager)
	Michael Weeks (Democratic & Civic Officer)

PUBLIC PRESENT	Richard Marshall, Police Sergeant, Wiltshire Police
	There were 7 members of the public present

In advance of the meeting Councillors received a presentation from Lidl GB regarding pre-application proposals for a new store on the former magistrate court site in Chippenham.

PUBLIC QUESTIONS	There were 2 verbal public questions appended to these minutes at Appendix A.
-------------------------	---

39. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Clare Cape, Raj Gill, Michael Merry, Nick Murry and Melody Thompson.

40. DECLARATIONS OF INTEREST

No declarations of interest were made.

41. MINUTES OF THE PREVIOUS MEETINGS

The draft minutes of the Town Council meeting held on Wednesday 25 September 2019 were received as a true and accurate record of the meeting and signed by the Chairman of the Council.

RESOLVED that

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

42. MAYOR'S ANNOUNCEMENTS

- i a) The Chairman congratulated Barry Pirie on his appointment as Director of Community Services.
- b) The Chairman thanked all Councillors that came to the Remembrance and Armistice events, it was noted they were well supported and there was a strong military presence.
- c) The Chairman noted that the Parliament Week event held on 06 November 2019 was successful, members of air scouts, beavers, guides and brownies attended and took part.
- d) The Chairman reminded Councillors that the Youth Forum would take place on Tuesday 03 December for young people to voice their views on the proposed Youth Council.
- e) The Chairman reminded Councillors and Officers to speak clearly and directly into microphones.
- ii) Councillors received the list of engagements undertaken by the Mayor and Deputy Mayor since the last meeting of the Town Council held on 25 September 2019.

43. POLICE REPORT

The Chairman welcomed newly appointed Police Sergeant, Richard Marshall to the meeting.

Councillor David Powell noted that he was pleased to see reference to things happening in Chippenham in the report but that the pie chart on the opening page was misleading, it would be useful to have the number of offences displayed. The Police Sergeant noted this would be updated for the next report to include crime stats over the last 28 days including figures, postcodes and maps.

Councillor Peter Hutton thanked the Police Sergeant and the PCSOs who attended the recent youth club night partnership event. The immediate response from the police to recent anti-social behaviour was also praised.

Councillor David Powell noted that a list of offences and outcomes would be useful, the Police Sergeant noted that some cases will still be under investigation so this will not be possible but this can be looked into.

Councillors Bill Douglas questioned when results of increased recruitment would be visible. The Police Sergeant noted this would be a long term increase as the training

process takes 6-8 months plus vetting. There will be changes in model including preventative and community styles of policing.

Councillor James Adman questioned whether anything could be done about the increase in the number of portable speaker systems and their disruption to residents. The Police Sergeant noted that this sits under environmental health, specifically noise complaints. They will be looking to target areas where there is the highest amount of complaints and looking to divert away from big public areas.

Councillors Chris Ruck questioned vehicle offences including speeding. The Police Sergeant noted that speeding is an issue everywhere, they will be looking at hotspots around schools and other areas and carrying out more speed checks and drink drive checks.

The Police Sergeant left the meeting

44. COMMITTEE MINUTES

- i) Amenities, Culture & Leisure Committee
The minutes of the meeting held on 13 November 2019 were presented by Councillor Teresa Hutton, it was noted that there was one outstanding issue regarding burial fees and charges, a revised version would be circulated to members of the Amenities, Culture and Leisure Committee and will then go to the Strategy and Resources Committee on 11 December 2019. All other matters were resolved.
- ii) Planning, Environment & Transport Committee
The minutes of the meetings held on 19 September, 10 October and 31 October 2019 were presented by Councillor Michelle Pearce with all matters resolved.
- iii) Strategy and Resources Committee
The draft minutes of the meeting held on 23 October 2019 were presented by Councillor Sandie Webb with all matters resolved.
- iv) Human Resources Committee
The draft minutes of the meeting held on 07 November 2019 were presented by Councillor Desna Allen with all matters resolved.

45. COUNCILLOR MOTION

Councillor Peter Hutton thanked the two members of public who spoke regarding the environment and noted the relevance to the recent ban on the release of helium balloons and lanterns the Council had implemented.

Councillor Peter Hutton proposed the motion that the Town Council consider adopting a policy on the banning of the releasing of fireworks from all open spaces and buildings owned or managed by the Town Council with the exception of organised displays agreed by the Town Council. It was seconded by Councillor Jenny Budgell and with all in favour it was

RESOLVED that

i) Officers to draft a policy regarding the banning of releasing of fireworks from all Open Spaces and buildings owned or managed by the Town council, with the exception of organised displays agreed by the Town council.

ii) A report be brought back to Full Council regarding the proposed policy.

46. UPDATE ON THE NEIGHBOURHOOD PLAN

The Planning Officer presented the report updating Councillors on the work of the Neighbourhood Plan Steering Group and Topic Groups.

Councillor Peter Hutton questioned whether the Neighbourhood Plan would include a retail impact assessment to protect the High Street. The Planning Officer noted that Wiltshire Council have a strategic policy on supermarkets

Councillor James Adman questioned whether the shops in the town could do minor things to influence the town and aesthetics. The Planning Officer noted that the Town Centre Topic Group are surveying shop fronts and that signage and lighting can be influenced to protect the historic aspects of the Town Centre.

RESOLVED that

Councillors noted the report.

47. TO APPOINT A COUNCILLOR TO THE NEIGHBOURHOOD PLAN STEERING GROUP

The Chairman asked Councillors for any nominations to the Neighbourhood Plan Steering Group. Councillor Ruth Lloyd volunteered to be a member of the Steering Group, with no further nominations and with all in favour it was

RESOLVED that

Councillor Ruth Lloyd be appointed to the Neighbourhood Plan Steering Group.

48. DRAFT CALENDAR OF MEETINGS 2020/21

The Chairman noted that proposed draft calendar of meetings for 2020/21.

RESOLVED that

Councillors adopted the calendar of meetings for the municipal year 2020/21.

49. CHIPPENHAM TOWN COUNCIL - EVENTS PROGRAMME 2020/2021

The Chief Executive presented the report to Councillors noting that the BID will end its 5 year term next year. It was noted that the total cost for the annual events programme including Christmas Lights, Soap Box Derby, the Carnival and others was

around £216,000. A Full accounts breakdown of each event were provided to Council. The Chief Executive explained that there will be other activities and events within the Council from the Neeld, Stanley Park and the Museum outside of the previous BID programme of events. However, this report was focused specifically on the £40,000 that is set aside within the proposed budget for next year 2020/2021. It was noted that budget preparations are predicated on £40,000 for the BID which will now not be in existence from March 2020.

Councillor Peter Hutton expressed disappointment at the loss of the BID through the democratic vote by local businesses. Concern was expressed over only one event for Chippenham and working with community groups and a programme of events were strongly supported. The Chairman suggested that the £40,000 should be kept in the budget and the details be discussed in the future. It was noted that Officers are all engaging with partners and a separate reports will be brought to Full Council and or appropriate Committees in the New Year.

Councillor Teresa Hutton expressed the appreciation of how hard the BID and Chippenham connected had worked for our town and their huge contribution to create events in the town. It was noted that the Council should not attempt to replicate their work but look at things in a different way, working with the Chamber of Commerce.

Councillors voted on option C of the report that the Town Council agree to the principle of funding a single annual event in the town and the details be further discussed. All were in favour and it was

RESOLVED that

The principle of using the £40,000 to fund a single annual event in the town and that the details be further discussed.

50. COUNCILLORS FEEDBACK

i) The Chairman invited Town Councillors to report feedback on significant work they have been involved with.

a) Councillor Sandie Webb noted she had attended peer review training on Monday and noted a demand for Councillors in the town council sector to take part. All were encouraged to speak to Councillor Webb if they were interested in becoming a peer reviewer.

b) Councillor Sandie Webb proposed that the Chair and Vice Chair of the Chippenham Community Eco Hub attend and talk at the next Council meeting. It was noted that the Town Council were facilitating and supporting the group.

c) Councillor Jenny Budgetell updated Councillors on the BID and noted that in a private capacity she had been involved since the start as a business outside of the town centre paying a voluntary levy. There are now five remaining directors and they will ensure that all events will take place and business will take place as usual. It was noted that a professional will be appointed to do liquidation and any funds will be

dealt with in a legal manner. Any questions can be directed to Councillor Jenny Budgetell.

d) Councillor Peter Hutton updated Councillors on purple flag work and noted that the safe zones would be taking place supported by Street Pastors and St Johns Ambulance. They will operate from the Methodist Centre on the 20, 21 and 31 December. This highlights successful partnership working and ensures that the public in town on those evening will have support. Councillor Nina Phillips requested that this information be circulated to Councillors.

ii) Councillor John Scragg updated Councillors on the activities of the Wiltshire Association of Local Councils following his attendance at the NALC Annual Conference which takes place on 28th/29th October. It was noted that the WALC AGM will take place on 04 December and this can be reported on at the Full Council meeting in January.

iii) The Chairman invited Wiltshire Councillors to present feedback on significant work they have been involved with.

a) The report from Councillor Ruth Lloyd regarding an update on Chippenham Area Board was noted.

iv) There were no Committee Membership Changes.

v) There were no potential CIL projects noted.

vi) The Chairman invited Councillors to give updates on Community Matters.

a) Councillor Peter Hutton noted an email received from a resident regarding tree planting and noted that he had been approached by local business offering support for community gardens. He questioned whether the Town Council has a policy on community gardens and trees.

The Director of Community Services noted that a tree planting policy is being developed and will go to the Amenties, Culture and Leisure Committee early next year. It was also noted that Wiltshire Wildlife Trust are working with the Town Council to develop an overarching Environmental Land Usage Policy.

b) Councillor Bill Douglas questioned whether the BID could share the companies they used for events. The Chief Executive noted that the Town Council have a good relationship with the BID and the accounts have been presented. The BID will be cooperative. Councillor Jenny Budgetell noted that as a Director on the BID she can enable this link between the Town Council and the BID.

51. ITEMS FOR COMMUNICATION

Councillors did not request any items for communication.

52. DATE OF NEXT MEETING

The next Full Council meeting will take place on Wednesday 15 January 2020.

The Chairman closed the meeting.

The meeting closed at 7.56pm.

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

APPENDIX A

Public Comments and Questions

At the invitation of the Chairman a resident distributed an information leaflet about the Climate Crisis and talked through the statistics. The resident asked the Council about publishing their carbon dioxide figures and signing up to how much damage to wildlife is considered sustainable. The wide negative effects of site clearance on all wildlife were highlighted.

At the invitation of the Chairman a resident expressed concern for the environment and spoke on adjustments made to lifestyle that could reduce the carbon footprint such as not taking flights or choosing to be vegetarian or vegan. The resident asked the Council:

- Since declaring a climate emergency in March, what actions have Chippenham Town Council completed that have resulted in a reduction in greenhouse emissions?
- What would this reduction be expressed as a percentage now?

The Chairman noted that the resident would receive a written response following the meeting which is included below.

Chippenham Town Council Responses to Public Questions following the meeting of Full Council on 27 November 2019

- **Since declaring a climate emergency in March, what actions have Chippenham Town Council completed that have resulted in a reduction in greenhouse emissions?**

Chippenham Town Council does not have the technology or expertise to measure greenhouse emissions. The Town Council have been supporting the Chippenham EcoHub and setting up the Climate Emergency Advisory Group (CEAG). The CEAG are working on how to approach baselining for Council owned buildings.

- **What would this reduction be expressed as a percentage now?**

Chippenham Town Council does not hold this information.