



Minutes of a meeting of Full Council meeting held virtually on Zoom on 13 January 2021 at 7pm.

Councillors present:

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

Officers present: Mark Smith, Chief Executive
Nick Rees, Director of Resources
Matt Kirby, Director of Community Services
Daryl Jones, Business Support Manager
Gillian Ballinger, Finance Manager
Heather Rae, Democratic Services Manager
Michael Weeks, Democratic and Civic Officer
Andy Conroy, Planning Officer
Lynsey Nichols, Communications and Customer Service Manager
Paul Harvey, Head of Leisure Services
Julie Hook, Head of Venues

Public present: There were 6 members of the public present.

PUBLIC QUESTION TIME

There were no written or verbal questions.

43. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Michael Merry and Raj Gill.

44. DECLARATION OF INTEREST

There were no declarations of interest.

45. MINUTES

Councillor John Scragg requested an amendment to the minutes at 40ii to include that NALC worked with government to ensure that there was legislation to ensure that on-line council meetings were fully recognised in law. With all in favour, the minutes from the meeting held on 25 November 2020 were proposed by Councillor Desna Allen and seconded by Councillor Mary Norton. It was agreed that the minutes of the meeting held on 25 November 2020 with one amendment were a correct record.

RESOLVED that:

The minutes with one amendment were approved as a correct record and will be signed by the Chairman at a later date.

46. MAYOR'S ANNOUNCEMENTS

- i)
 - a) The Mayor reminded all Councillors of the extraordinary Full Council meeting scheduled for Thursday 21 January at 7pm. This meeting has been arranged to receive a presentation from the Future Chippenham Team at Wiltshire Council regarding the public consultation on the Future Chippenham Programme, with a Councillor question and answer session. Councillors will not be asked to determine a formal Town Council response to the consultation at this meeting, a further meeting, or meetings will be organised for this purpose, prior to the end of the consultation process at 5pm on Friday 12th March. It would be useful if Councillors attend the separate Local Plan Review consultation event for Chippenham the day before on Wednesday 20 January at 7pm, Councillors were reminded to book a place for this virtual event in advance.
 - b) The Mayor reminded Councillors and members of the public that the closing date for Honorary Freeman nominations is the 31st of January and the closing date for Civic Award nominations is the 28th February, and noted that this year 5 certificates of appreciation can be awarded to those in a paid position for their work during the pandemic. Members of the public were encouraged to make nominations; all the details can be found on the Town Council's social media and website.
 - c) The Mayor highlighted a recent Mayoral engagement on 18 December, where the Mayor and consort welcomed the High Sheriff and his wife to Chippenham. The Mayor noted it was a successful socially distanced visit and thanked the Democratic and Civic Officer and all the officers at Chippenham Museum that were involved in the planning and on the day.
- ii) Councillors received the list of engagements undertaken by the Mayor and Deputy Mayor since the last meeting of the Council held on 25 November 2020.

47. POLICE REPORT

Sergeant Richard Marshall gave apologies to Councillors that the usual police report could not be produced due to technical issues and for not being able to attend the last meeting due to a live incident. Sergeant Richard Marshall updated Councillors that the police had been concentrating on engaging with public about the new rules, legislation, and guidance on COVID. The police had been tackling anti-social behaviour not related to COVID including a Partial Closure Order. It was noted that lots of work had been done on speeding with patrols and speed enforcement. There were different demands during Christmas and New Year, with a lower footfall in the Town there were less thefts and shoplifting.

Sergeant Richard Marshall highlighted that the police have had to adapt due to the national lockdown and will support the NHS with ensuring vaccine centres are safe. It was noted that the police will be increasing enforcement of COVID rules and fines. It was noted that County Lines are still being worked on and substantial amounts of Class A and B drugs had been taken off the streets of Chippenham. Councillors were encouraged to communicate the concerns of the community on COVID rules or anything else to Sergeant Richard Marshall.

Following Councillor discussion and questions, Sergeant Richard Marshall noted there were many visits to primary schools with a focus on staying safe and stranger danger that had to be cancelled due to COVID. It was noted that Specials were being used in many departments and are always being recruited, the Town Council could share this information to support recruitment. It was noted that speeding tickets had been issued all over Chippenham.

Sergeant Richard Marshall left the meeting.

48. COMMITTEE MINUTES

a. Amenities, Culture & Leisure Committee

The minutes of the meeting held on 06 January were presented by Councillor Desna Allen with all matters resolved.

b. Planning, Environment & Transport Committee

The minutes of the meetings held on 19 November and 10 December 2020 were presented by Councillor Richard Bambury with all matters resolved.

c. Strategy and Resources Committee

The minutes of the meeting held on 09 December 2020 were presented by Councillor Sandie Webb with the recommended budget and precept for 2021/22 on the agenda, all other matters were resolved.

49. YOUTH COUNCIL MINUTES

The minutes of the Youth Council meeting held on 14 December 2020 were noted.

50. AGREE BUDGET AND PRECEPT 2021/22

Councillor Jenny Budgell in her role as Chairman of the Finance Working Party presented the report regarding the proposed budget and precept for 2021/22 and thanked the Director of Resources and Chief Executive as authors of the report, the finance team and members of the Finance Working Party for their hard work. It was highlighted that producing any budgets at this time is difficult due to the unknown future.

Councillor Peter Hutton requested detailed narrative in the communications about the budget and precept to give a positive message to the community that the Town Council recognises it is a difficult time and will continue to support the local community and invest in the town. Councillor Jenny Budgell noted that Councillors have an active part to play in communicating to officers any grant funding opportunities they are aware of. Councillors thanked the Director of Resources, Finance team and Finance Working Party for their hard work on the budget and precept for 2021/22.

Councillor Ashley O'Neill highlighted that the financial situation for families in Chippenham is dire with furlough or a job loss and the continuation of significant financial commitments. It was noted that although fantastic work had been done on the budget, the principal could not be supported due to the reality of inflation. Councillor Jenny Budgell confirmed that consideration will be given to the communication of the budget to the public and highlighted that there is financial help available for people. It was also noted that there would be a reduction in the amount of precept received by Wiltshire Council due to a higher amount of exemptions expected.

A recorded vote was taken on the recommendations in accordance with Standing Order 16.4:

In Favour

Councillor Desna Allen
Councillor Richard Bambury
Councillor Jenny Budgell
Councillor Clare Cape
Councillor Peter Hutton
Councillor Teresa Hutton
Councillor Ruth Lloyd
Councillor Mary Norton
Councillor Nina Phillips
Councillor David Powell
Councillor Chris Ruck
Councillor John Scragg
Councillor Sandie Webb

Against

Councillor James Adman
Councillor Pete Bishop
Councillor Nick Murry
Councillor Ashley O'Neill
Councillor Andy Phillips

Abstained

RESOLVED that:

- i) Full Council adopted the Income & Expenditure budget for 2021/22 and approved that a precept of £3,406,852 be raised for 2021/22;
- ii) Full Council adopted the Capital/Ear Marked Funds budget for 2021/22.

51. COUNCILLOR REPRESENTATIVES FOR THE YOUTH COUNCIL

The Democratic Services Manager presented the report regarding the nomination of two Councillor representatives for the Youth Council. It was highlighted that this role would not involve attending Youth Council meetings as the number of adults in attendance should be limited.

RESOLVED that:

- i) Councillors Nick Murry and Sandie Webb be elected as Councillor representatives for the Youth Council.

52. NEIGHBOURHOOD PLAN UPDATE

The Planning Officer updated Councillors on the progress of the Neighbourhood Plan since the previous update in November 2020. It was noted that the draft version of the Neighbourhood Plan and annexes had been sent to Neighbourhood Plan Steering Group (NPSG) members to review over the Christmas break. The draft was discussed, and duplication was addressed at the January NPSG meeting. It was noted that it will be looked at again during the February meeting, and the Wiltshire Council Local Plan Review consultation will be looked at in relation to the draft Neighbourhood Plan policies. The Planning Officer confirmed that the timeline for project consultation will be May 2021 at the earliest.

Councillor Nick Murry as Chairman of the NPSG thanked the Planning Officer for his ongoing hard work in preparing the Neighbourhood Plan, and the members of the NPSG for their hard work.

RESOLVED that:

- ii) Councillors noted the report.

53. COUNCILLORS FEEDBACK

- i. The following updates were received from Town Councillors on significant work they are involved with:

Councillor John Scragg noted that a WALC meeting would take place in early February enabling a report to be given at the next Full Council meeting.

- ii. The following updates were received from Wiltshire Councillors on significant work they are involved with:

Councillor Clare Cape noted that the work within the Health Select Committee looking at the needs of the Child and Adolescent Mental Health Services (CAMHS) was reported on this week and there will be further work needed in relation to the pandemic and its effects on Children and Young People, the work is about to be published.

Cllr Nick Murry reported on his work as lead on the Wiltshire Council Climate Emergency Task Group's latest recommendations on Planning, which had been

endorsed at the Environmental Select Committee meeting on 13 January. These followed two other previously approved sets of Task Group recommendations on Energy and Transport. The Environmental Select Committee was expecting a response to the recommendations ahead of its next meeting in March.

Councillor Peter Hutton updated on attending the Salvation Army food bank when they received a recognition award from the High Sheriff. Councillor Peter Hutton visited two of Chippenham's food banks before Christmas, Café Spero and St Peter's and presented four slow cookers in his role as Wiltshire Council's Health and Wellbeing Chairman. All food banks in Chippenham were thanked and acknowledged as a credit to the community.

Councillor Ashley O'Neill updated that he had signed up to be a volunteer steward through the Royal Voluntary Service to sign post at locations giving the COVID vaccine. Anyone interested could contact Councillor Ashley O'Neill to receive the details. The Chairman requested that this information also be put on the Town Council website and social media.

iii. The following Committee membership change was noted:

Councillor Richard Bambury resigned from the Community Donations Sub Committee, this vacancy should be filled from the same group to achieve political balance, this was in progress.

iv. There were no ideas put forward for potential CIL projects to be forwarded to Wiltshire Council.

v. There were no Community Matters updated requested.

54. ITEMS FOR COMMUNICATION

Councillors requested detailed communications regarding the budget and precept for 2021/22.

55. DATE OF NEXT MEETING

The next meeting of Full Council will take place at 7pm on Wednesday 24 March 2021.

The meeting concluded at 8.05pm

These Minutes are subject to confirmation at the next meeting

Signed on behalf of the Committee as a true record of the meeting

Chairman:

Date: