

**COMMUNITY AND LEISURE COMMITTEE MEETING**  
**TUESDAY 28 July 2009**  
7pm at Ockwells

**Councillors present:**

Cllr T Robertson – Chairman      Cllr B Atfield                      Cllr B Beasley    Cllr R Case  
Cllr G Chapman                      Cllr T Clements                  Cllr R Szybiak    Cllr D Tetlow

2 Member of the public

**The fire instructions on the entrance door were pointed out.**

**Public Question Time**

Mr Bob Jones, on behalf of The Royal British Legion – Asked the Committee if they could tell him when the lights would be connected on the War Memorial. Cllr Atfield assured Mr Jones that the work would be completed in the near future.

Mr Bob Jones asked if the unsightly orange netting in St. Sampson's Churchyard could be removed and replaced with darker netting or signs could be placed at the entrances as an alternative, this would be more visually acceptable and do the same job, as the present netting offers no protection from a health and safety point of law. Cllr Clements informed Mr Jones that the netting was there as a warning to CTC staff and the public that the tombs are a safety hazard.

Mr Bob Jones, Chairman of Cricklade Business Association – Informed the Committee that he had recently attended a meeting with Corsham Chamber of Commerce (who share office space with the Corsham Tourist Information Centre) who told him that Wiltshire Council were cutting back on funds for tourist information centres. Bob asked Members if they were aware of this proposal. Cllr Tetlow answered on behalf of the Committee confirming CTC were aware that Wiltshire Council is reviewing the provision of funding for tourist information offices in Wiltshire. Cllr Tetlow added there was a significant risk that funds would be withdrawn and if this was the case CTC would either have to reduce the services offered or increase the rates to cover the shortfall. Following discussions it was decided the Town Clerk would move this forward and report back to FTC.

**MINUTES**

- 09.44      To appoint a Vice-Chairman for this Committee for the remainder of this financial year.**  
Proposed, seconded and carried that Cllr R Szybiak be elected as Vice-Chairman for the remainder of 2009 – 2010.
- 09.45      Apologies for absence** – Cllr M Hatton and Cllr P Colmer
- 09.46      Declarations of Interest** – None declared
- 09.47      Minutes**  
The Minutes of the meeting held on the 30 June 2009 were signed by the Chairman and adopted as a true record.

**Clerk's report on action points from 30 June****08.10 - Long Close**

Wimpey have applied to Land Registry for title as have lost the deeds - I have spoken with Martin White, Finance Director he is contacting legal to find out why the transfer has not been completed and to move it forward asap. I have contacted Mr White and left several messages and emails but no replies have been received. I have contacted Lemon & Co and they have had no response since 16 April. On the 5 May it was RESOLVED for the Assistant Clerk to write to Wimpey Taylor regarding the state of the land. A meeting took place on 20 May between D. Tetlow, English Heritage (EH) and Wiltshire Council Archaeology Dept (WCAD) to look at the Town Wall Monument. Following this meeting EH and WCAD have proposed a management plan for the walls with a working group to be formed in the near future. **The Assistant Clerk has written to Wimpey Taylor regarding the state of the land and our disappointment that the transfer of land has not taken place – a verbal reply has been received - waiting for more information**

**08.86(ii) – Abingdon Court Farm Open Space**

Letters received from residents regarding the condition of the open space .between Abingdon Court Farm and Fairview. A letter has been sent regarding transfer of land. A holding reply has been received from Jane Scott. **Action: As no correspondence has been received since April the Assistant Clerk is to write to Jane Scott for an update.**

**08.87 – Cricklade Leisure Centre Lease**

A letter was sent to Jane Scott – a holding reply has been received. . **Consideration was given to the email from Cllr Colmer regarding our request to take over the lease from Wiltshire Council, a recommendation was made not to pursue the request until after 2011 when the DC Leisure contract expires. All in favour. CLEARED**

**08.116 - Closed Churchyards Responsibility**

Consideration was given to the proposal from the Assistant Clerk to a new policy. However, in view of the recent damage to a listed tomb in St Sampson's Churchyard it was agreed to wait on the report from the Stonemason before any decisions are made. A letter has been sent to NWDC regarding the responsibility for St Sampson's Churchyard. Letters have been sent to St Sampson's and St Mary's requesting copies of letters relating to transfer request of closed churchyard to CTC. At 2 June meeting it was RESOLVED for the Assistant Clerk to chase up all parties involved, conduct further investigations on responsibilities on tomb management and to complete checking of archive records. **This work is ongoing**

**Area of Land Behind Meer Stone**

Request for area behind Meer Stone to be tidied up – investigating options – The hedge has been trimmed back, additional work planned as an autumn project. . A request from Cllr Robertson was made to Chris Morley to view the plaque as it has become discoloured – Mr Morley agreed, Cllr Robertson & Mr Morley have viewed the plaque half the lettering has disappeared and the wood to which the plaque is attached is splitting. The splits are on both sides at the same point. Therefore, the plaque was either fixed to two pieces of wood in the first place, or the two pieces of wood were glued together and now they are coming apart. **Assistant Clerk to contact manufacturers.**

**08.170 – Allotments**

A meeting is to be arranged to form a steering group. Deeds to the land have not yet been located. Assistant Town Clerk to take additional photographs of the land. £1500 from Reserves for set up costs of allotments agreed by FTC on 26 May. I am waiting on advice from the Planning Department. A steering group has been formed and a site meeting arranged for 23 June. The site meeting was successful, proposed pitches have been marked out and the steering group are meeting again on 14 July. 30 June Confirmation received that planning is not required – Counterpart lease has been signed. **Agenda Item**

**09.08 - Cricklade Day Centre**

Cllr Tetlow & Cllr Robertson to look into the possibilities of a community bus and the forming of a new Charity. On 2 June it was RESOLVED for the Clerk to write to the Charity Commission (CC) - a letter was sent and a verbal update received. **After discussions it was agreed for**

the Town Clerk to reply to the CC asking why they have not taken legal action against the Trustees as they appear not to be fit and proper to act as Trustees and why the CC also have chosen not to use their power to replace the existing Trustees. Town Clerk also to send copies of press reports. Cllr Robertson to start the process of forming a new Charity.

**09.18 - Exclusive Rights of Burial**

Assistant Clerk to investigate available software packages and report to Committee. **Agenda Item**

**09.26 (ii) – Paper Bank & Public Toilets**

Assistant Clerk to write to Wiltshire Council stating our disappointment at the loss of the paper bank and the early closing of the public toilets. **Assistant Clerk wrote a letter and received a verbal response explaining the reasons for the early closure of the toilets at such short notice, the comments were noted. CLEARED** The email from the Town Clerk relating to the paper bank was discussed and all were in favour that an alternative to the black box be considered for those in flats. Town Clerk to respond to Wiltshire Council.

**09.27 – Cricklade In Bloom**

Competition organised for the period 29 June to 12 July, the Judges will be Cllr Terri Robertson and Cllr Ruth Szybiak together with a member of Bloomers. Notification of the competition is in the July Chronicle, on the CTC website and posters have been displayed. **Item of Correspondence - CLEARED**

**09.28 – Ear Mark Reserves**

At the 2 June meeting it was **RESOLVED** to write to the Tennis Club and ask them to clarify their intension regarding the building of new tennis courts. **A letter has been sent, I have also spoken with Mrs Cliff and we can expect a formal response in the next few weeks**

**09.30 – Skate Park**

At the meeting held on 2 June it was **RESOLVED** to see if previous drawing and design is still deliverable and to obtain new costings. **One company has visited the site and I am expecting information from them in the near future, the other company contacted are preparing information without a site visit.**

**09.37 – Parish Improvement Grant**

A request was made for a Councillor to take on board the PIG Scheme. Following a discussion it was **RESOLVED** for the Assistant Clerk to contact the Footpath Group for their input and bring back to the next meeting. **A letter was sent to the Footpath Group and a member of the group would be willing to assist a Cllr in moving this scheme forward unfortunately we do not have a Cllr available to take this project on board. Cllr Chapmen offered to assist with the grant application if the Footpath Group could bring the scheme together. Assistant Clerk to notify Footpath Group.**

09.49

**Correspondence**

- i) Update from Youth Development Coo – Wiltshire Council relating to the last few months activities and the proposed Summer Programme – **Noted**
- ii) Cricklade in Bloom 2009 – A list of winners has been distributed and will be displayed on the notice board, website and in the Sept. Chronicle. **Cllr Robertson thanked all residents for their lovely displays which made the judging very difficult. The presentation of certificates will be at the Community & Leisure meeting on 25 August. Noted**
- iii) Christmas tree Festival – Invitation to take part in the Christmas Tree Festival – **Councillors agreed to take part in this years festival. Assistant Clerk to accept invitation.**
- iv) Wilts & Berks Canal Trust – Confirmation that their AGM is to be held on 17 Oct 2009 from 10am at Lyneham – **Noted**

- 09.50 Youth Council**  
Consideration was given to Cllr Colmers request to form of a Cricklade Youth Council. Although Councillors thought this was a good idea and a positive way forward it was felt it would be very difficult to get young people involved. Approaching Bradon Forest was considered as first point of contact with youths to introduce the scheme. Options considered were an individual youth council or representation sitting on the Community & Leisure Committee. However, at the moment CTC does not have a Councillor able to give the support and drive to take this forward. Councillors discussed if youth representation could be included at Area Board level (as the Area Board would be able to provide the resources required) and it was unanimously agreed for Cllr Colmer to move forward with this at Area Board level.
- 09.51 Expenditure**  
An overspend of £754.92 has occurred for peat and fertiliser in this financial year as no budget was included in the 2009-10 precept. It was **RESOLVED** to use the Community and Leisure Contingency Budget (Code 2165) to cover the expenditure.
- 09.52 Cricklade Bus Shelters**  
Consideration was given to the two bus shelters on Malmesbury Road, with a view to painting the existing panels or by replacing the polycarbonate panels. Discussions as to whether they should be painted or replaced in a solid colour and/ or clear polycarbonate were discussed, however, it was **RESOLVED** to include a budget of £1500 in the 2010-11 precept and for the Assistant Clerk to investigate if perspex can be used as may be more resilient than polycarbonate.
- 09.53 Allotments**  
The notes from the Allotment Steering Group of 14 July were noted. The Steering Group have suggested a name for the allotments 'The Fiddlers Allotments' this was unanimously agreed by the Committee. The Committee also agreed with the amendment to the size description of each plot on the Tenancy Agreement. With regard to the preparation of the allotments the Committee confirmed the allotment holders are responsible for their individual plot. The purchase of a communal water tank was agreed. The request to widen the gateway by 9 inches to accommodate small machinery was agreed and confirmation has been received from the Principle Planning Officer that planning permission is not required.
- 09.54 Cricklade Model Flying Club**  
A request from the Cricklade Model Flying Club to waive the annual rent and to extend the licence indefinitely has been received. Consideration was given to this request but following discussions it was **RESOLVED** to keep the existing terms and conditions. Assistant Clerk to write to the club.
- 09.55 Exclusive Rights of Burial**  
Consideration was given to the report from the Assistant Town Clerk regarding available computer packages to manage the paperwork relating to Exclusive Rights of Burial. Following discussions it was **RESOLVED** to recommend Quote 1 to Full Town Council with the expenditure coming from General Reserves.
- 09.56 Community Garden**  
Consideration was given to the purchase of a green galvanised litter bin bearing the Town Crest and an ashtray for the Community Garden. The cost of a new bin would be £938.00, there is £785 available in EMR Reserves for Litter Bins, the balance to come from the Community Garden Budget. It was **RESOLVED** to accept this proposal and authority given to Assistant Town Clerk to purchase and move other bins as appropriate. Cllr Atfield updated the Committee on the position with flag protocol. Bob Jones – Royal British Legion - has agreed to act as Flag Master with Cllrs Atfield and Tetlow to cover when Bob is unavailable - David Osborn will also receive training. It has been agreed the Cricklade Town Council flag and the Union flag will fly at all times with the other flags flown on special days and other occasions. There is a publicised document giving details of when and which flag should be flown and with information on flying those donated by other organisations which we will use as a guide. The Flag Master to check the condition of the existing flags and the Town Clerk to obtain those flags we do not have.
- 09.57 Working Party Update** - Report was circulated and noted

**Meeting closed at 8.55pm**