

**FULL TOWN COUNCIL MEETING
MONDAY 19TH JANUARY 2009 7PM at Ockwells**

Members present: Cllr D Tetlow, Chairman
Cllr B Atfield Cllr B Beasley Cllr Mrs M Boulton Cllr G Chapman
Cllr A Clements Cllr P Colmer Cllr Mrs A Dentith Cllr M Dixon
Cllr Mrs L Forrester Cllr M Hatton Cllr Mrs T Robertson
+8 members of the public, Police Sergeant M Alvis, and the press

Fire evacuation instructions were made known to the public

Presentation of trophy and certificates were made to the winners of the 2008 Festive Lights competition. Congratulations and thanks were relayed to those who attended to collect their awards.

Presentation of shields were made to the first Cricklade lady Penny Lock-Pullan and man Douglas Craig past the finishing line of the 2008 Cricklade Half Marathon. Congratulations and thanks for attending were relayed to both.

Public Question Time – There were no questions asked.

MINUTES

08.112 Apologies for absence.

Received from Cllrs Mrs M Ray, R Case and WCC Mrs Helen Dixon.

08.113 Declarations of Interest

None received

08.114 Chairman's Announcements

One Council Road Show – Wiltshire County Council are holding a one day road show on Wednesday 4th March 2009 in the Town Hall Car Park.

Groundsman back at work – David Osborn the head Groundsman started back at work after several weeks off with a back injury – All members showed their pleasure in his return.

Councillor Mrs Michelle Ray, resignation – Councillor Ray has today resigned from her position of Town Councillor. Her letter of resignation was read by the chairman. All were sorry to hear of this news. Town Clerk instructed to start the co-option process.

Policy & Resources meeting date –The date for the next Policy & Resources meeting will now be Wednesday 28th January and not Monday 26th January 2009.

Area 2 meeting – It was resolved at this meeting to recommend to Wiltshire Council that the existing community area known as area 2 be split into two community areas separating Cricklade from Wootton Bassett. Area 2 is the only area committee with two market towns. It was **RESOLVED** to write to Wiltshire County Council making it known that this Council is aware of this proposal and that we would be supporting it.

08.115 Police Matters

Police Report - Police Sergeant Martin Alvis reported that crime figures for this year to date were up on last year. It was mentioned that there was no feedback on the ALCODE initiative as shops were not recording the necessary details, however it acted as a deterrent. It was made clear that the 999 number is to be dialled if the ASB crime involves damage to property

or persons also if the crime is in progress. Other crimes are to be reported on the 0845 number.

To assist the police, it was **RESOLVED** that council is to place an article in the local Chronicle making it clear that it is important to report any criminal damage or witnessed ASB crime. Also attention would be drawn to the fact that it is a crime for traders to call and carry out work there and then as they must provide a quotation and give the householder 7 days cooling off before work commences. Awareness of this should help reduce the prevalence of rogue traders operation in the area.

A copy of the full police report will be attached to these minutes and will be kept in the Council offices.

Criminal Justice Board Newsletter – The Clerk reported that this document was in the council offices – Noted.

Neighbourhood Policing Team and Neighbourhood Engagement questionnaire – This had been completed by the Clerk. Question 1 is to be amended to include occasional Chronicle updates.

CCTV update – The Clerk reported on the following: Funding secured from NWDC £22,000. Business Association pledged £1,000. Green Gables Doctors Surgery pledged £200. Permission to site camera on fire station tower received – a memo of Understanding has been drafted and forwarded to the Group manager for approval.

Permission to site camera on corner of the Vale and corner of Tesco is being sought. If permission is not received for either the Vale or Tesco – steps are being taken to carry out the installation of a camera on the Leisure Centre and bottom of High Street. Leisure Centre has agreed to pledge £5000 for a camera on the centre – so this will go ahead anyway.

Tesco have been in touch and they are considering our request for funding.

A meeting with a prospective contractor has been arranged for 10th February to ascertain all involvement and any possible additional costs.

Permission received to site the necessary radio equipment on the church tower.

08.116 North Wiltshire District Council Report

Cllr T Clements – The trial on recycling of bottles and cardboard at Wootton Bassett has proved successful.

For information, over the past 12 months, total NWDC grants have been awarded to: Chippenham £239,000, Calne £190,000, Cricklade £169,000 and Wootton Bassett £83,000.

Cllr M Hatton – NWDC are carrying out several redundancies however, names are not known. For information – The Register of Electors is in the process of being audited.

08.117 Wiltshire County Council Report

Cllr H Dixon gave apologies, but is still very active on the Day Centre issue.

08.118 Minutes

The Minutes of the extra-ordinary meeting held on the 10th November 2008 and the minutes of the meeting held on the 17th November 2008 were signed by the Chairman and adopted as true records.

08.119 Clerk's Action Report

08.102 Police Station Beat Surgeries – Information placed in the Chronicle

08.103 Parish Improvement Grant (PIG) to be deferred to C & L – Now under Planning

08.106 (08.85) Dance Common – 2006 Commons Act to be explored with a view to Dance Common being incorporated into the in bloom competitions. Ownership of the land needs to be explored - Outstanding (this may be incorporated in the following action)

08.106 (08.94) Land Registry – The fee of £525 is the maximum fee that may be charged. The cost of the service depends on the value of the land in question. Town Council owned land is to be clarified. information emailed to the 3 members who volunteered to sit on this working

party on Town Council owned land. A meeting to be set up with the Land Registry once Town Council owned land has been identified.

08.109 Budget – Reductions made – agenda item.

08.110 Correspondence – Communities in control document, response on or before 24th December Cllr Tetlow agreed to look at this document and report back to Council. This was done and Cllr Tetlow advised members that in his view there was nothing in the document that was a cause for concern.

08.120 Clerks Update

The following report was circulated for information:

Museum Lease – Peter Jeremiah has now handed over all necessary information to Lemon & Co. The process is now underway; However, M Evans has been trying to contact PJ for further info but unsuccessfully. PJ has been reminded 13th Jan.

Museum – Leek in porch roof – B & M builders to provide estimate to correct.

Container for Rugby Club Planning Application – Application now granted.

Rugby Club Lease – Winton Raynes & Co Solicitors were instructed some years ago to carry out the legalities of transferring the land to CTC. This was never carried out. All correspondence has been sent to Lemon & Co to pick up the pieces. Winton Raynes have now completed all the necessary administration free of charge. However, a further difficulty has been encountered. Since 1st Oct'08, the land registry requires any party to a registerable document, who is not represented by a solicitor or other conveyance, to prove their identity. Therefore Mr Gardiner and Mr Russell are to visit Martin Evans to carry out the necessary request of the Land Registry.

Grant for additional equipment at Bath Road. - CTC has been successful in obtaining a Disability Inclusive Play Area grant of £6650 for a kidabout that disabled/elderly as well as children can use.

Community Garden – Landfill Grant applied for decision to be made 21st January.

Tree of Remembrance – As this would incur more work for the Groundsmen – with David off long term sick I am reluctant to take this forward. Also the present volume of work prevails.

Councillor Atfield stressed that this working party should now be taken forward as it had been shelved for a long period of time. The Clerk reminded members that working parties were prioritised and it was agreed that the Tree of Remembrance was not of high priority. Following discussions, it was **RESOLVED** that the working party arrange a meeting to include David Osborn the Groundsman and endeavour to take the initiative forward without Officer involvement.

Fire Alarm Testing – The regulation is that they are to be tested once each week at an agreed time between the Library, Doctors Surgery and CTC. This has always been carried out by NWDC at a charge of £450/£500 per year to the Council. This service has now stopped due to a contractor not being secured to do the job. Therefore the three tenants are to take on this responsibility. It was not possible to agree a regular time and day with the Doctors and Library; therefore the Doctors and CTC are to oversee this task. The alarms will be tested each Tuesday at 1.15pm. It is estimated that this task will take at least 20 minutes each time.

Web-Site – Although on the face of it (looking good) the management of the site is still causing a few teething problems and there is still more development needed on the site. Progress is slow due to lack of available time.

Photocopying/faxing Service – The demand has increased since the closure of Christopher Bice Estate Agents. This is being monitored as requests for up to 300 double sided, stapled copies are coming in regularly.

08.121 **Committee Minutes**

The following minutes were noted:

Planning Conservation & Transport 10th November, 1st December & 22nd December 2008 (previously circulated)

Community & Leisure 28th October & 25th November 2008 (previously circulated)

Policy & Resources 10th November 2008 (previously circulated) & 8th December 2008 – *copy attached* (to be signed at next P & R meeting) **Recommendation from this meeting:**

- That the shortfall (if any estimated at £5000/£6000) for the provision of CCTV be drawn from the general reserve. It was proposed and seconded that this be supported and was unanimously carried
- That the amended budget figures to correspond with a 3.5% increase on last year's precept be agreed. It was proposed and seconded that this recommendation be supported and was unanimously carried.
- That distribution of agendas and accompanying correspondence by email is trialed for a period of 3 months to be reviewed March 2009. – If hard copies preferred to be requested before the meeting. This recommendation was challenged for reasons that members may not print off all necessary correspondence and would not be aware of issue detail during a debate and cost of printing. It was proposed that this recommendation not be taken forward. This was not seconded so not taken forward. It was then proposed and seconded and put to the vote resulting in 10 votes for (including proposer and seconder) and 3 votes against therefore the recommendation was supported. The Clerk to look into the possibility of screening all documents at meetings. Councillors wishing to receive their correspondence by hard copy gave their names to the Clerk.
- The Chairman mentioned that due to the present situation of the financial markets, the Clerk was looking into alternative banking for the Town Council's reserves. He requested that due to the urgency of this issue that delegation be given to the Clerk/Responsible Finance Officer to transfer funds into appropriate banks. This was not supported therefore this issue will be dealt with through the Policy & Resources committee.

Personnel Sub-Committee 20th October 2008 (to be signed at next PSC meeting)

08.122 **Correspondence received and actions to be taken**

- a) Email from Richard Munroe re delegation of services – Noted – a request to be put forward to split the information between all towns and parishes.
- b) Email from Shelly Parker re Free Energy Efficiency Audits – During a suspension of Standing Orders Chris Morley Curator of the Museum stressed that this building was in need of possible improvements. It was made clear that this audit would not lead to grants but may help in gaining a grant. It was then proposed, seconded and unanimously carried that the Museum be put forward for this audit.
- c) Notes of meeting of Market Towns of Wiltshire – Noted
- d) The Boundary Committee Summary –Noted
- e) From NWDC – consultation on Statement of Sex Establishment Policy and Regulations for Wiltshire Council – copy held in Council Offices – The Clerk had read through this document and gave brief information on its contents – noted.
- f) From NWDC – Consultation on Statement of Gambling Principles for Wiltshire Council – copy held in Council Offices. The Clerk had read through this document and gave brief information on its contents – noted.
- g) From NWDC – Consultation on Statement of Licencing Policy for Wiltshire Council – copy held in the Council Offices. The Clerk had read through this document and gave brief information on its contents – noted.
- h) North Wiltshire Economic Assessment — document held in the Council Offices. A copy given to the Chairman of the Business Association. It was requested that the

Clerk should review this document to identify any issues for Cricklade and propose any actions, if appropriate.

08.123 Town Council Accounts

The Chairman noted that there were one or two issues that had been identified outside of the meeting and these would be progressed by the Clerk. There being no other feedback from Councillors it was **RESOLVED** to adopt The Town Council's receipts & payments & committee reports for month 8 as a true record.

Meeting closed at 8.28pm