



Cricklade Town Council

First Town on the Thames

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FULL TOWN COUNCIL MEETING MONDAY, 7th September 2009 7.00pm at Ockwells

Councillors present D Tetlow, Chairman
Cllr B Atfield Cllr B Beasley Cllr G Chapman Cllr P Colmer
Cllr Mrs A Dentith Cllr M Dixon Cllr M Hatton Cllr Mrs R Szybiak

Four members of the public were also present.

The fire evacuation procedures were made known to all present before commencement of the meeting.

Public Question Time – There were no questions asked.

MINUTES

09.33 Apologies for absence

Apologies received from Councillors Mrs D. Avenell, Mrs M Boulton, T. Clements, Mrs L. Forrester, Mrs T. Robertson, Sgt. M Alvis and Inspector S Cox of Wiltshire Police.

09.34 Declarations of Interest

None received.

09.35 Chairman's Announcements

The Chairman drew Members' attention to the following dates and events:

- i) The next Area Board was scheduled for 30th September at Cricklade Town Hall. He encouraged Members to attend especially at it would focus on planning issues and the Local Development Framework
- ii) The opening of the Community Garden on Saturday, 3rd October at 10.45 am in the presence of a celebrity guest
- iii) An informative briefing at the Council offices on Thursday, 8th October at 2.30pm by Homes4Wiltshire about its new Home Based Letting Scheme
- iv) A civic event held by Wootton Bassett Town Council on Sunday, 20th September at St Bartholomew's Church in Wootton Bassett.

The Chairman also reminded Members that at the Planning, Transport and Conservation meeting on 1st September 2009 it had been agreed to execute the lease for the car park at the rear of the Cricklade Club. Legal costs and payment under the terms of the lease were significant but vital steps in securing future parking arrangements in the town. A Working Party meeting would be scheduled to review the next phase of the project as well as the current balance held in Ear Marked Reserves which would enable a bid to be put forward as part of precept planning.

09.36 Minutes

The Minutes of the Full Town Council meeting held on Monday, 6th July 2009 were signed by the

Chairman and adopted as a true record.

09.37 Clerk's Action Report

The Clerk's Action Report and updates were noted and set out as follows:

09.16/09.30 - CCTV - Informal WP met on 24th July. Planning permission granted for camera at Vale Hotel. Good coverage from cameras positioned at Tesco and Leisure Centre. Installation of cameras at the Vale and the Fire Station planned once re-roofing work has finished at St Sampson's (wireless relay equipment sited on the church roof). This removal and re-installation work does incur additional cost which comes within the already agreed budget. Training will be given once all 4 cameras are fully operational.

09.21 - Correspondence – Letter from Bob Jones, Cricklade Business Association requesting improved liaison with the Town Council. A meeting took place on 11th August 2009. **See Minute No.09.41 below**

09.27 - Area Boards. Following her presentation at the last Full Town Council, Community Area Manager was to report back to the Town Clerk on the following (follow-up in italics):

- **Whether an issue, if not addressed by the Area Board, could be passed on to another relevant committee such as Overview and Scrutiny** - *Community issues will be referred wherever relevant - directly to a service, a partner agency or any relevant committee. A protocol is being drawn up for handling issues as well as an evaluation/customer satisfaction form.*
- **The outcome of her discussions with the Wessex Chamber about the inclusion of Chambers of Commerce and Business Associations at the Area Board** - *Wiltshire Council had asked Wessex Chamber to put Chambers and Associations in touch with their local Area Boards, encouraging them to be involved.*
- **Whether Town and Parish Councils will be issued with an organisational chart and contact list** - *Town Council has been sent an organisation chart for the Area Boards Team. No definitive departmental contact list has been yet devised for Wiltshire Council – recruitment to posts ongoing. In meantime, Community Area Manager happy to signpost to relevant officers.*

Town Clerk to ensure that local Community Groups are informed about Area Board meetings and Community Area Grants - *Local Community Groups informed by e-mail or letter. Information about grants also posted on website.*

09.28 - Police Update - Town Clerk to:

- Again raise with the local policing team the proposal to change the Thursday surgery at the Police Station to Saturday mornings
- Compile a comprehensive list of recently reported incidents and submit it to Sgt. Alvis and Inspector Cox for comment. Both to then be invited to a meeting to discuss these and follow-up procedures.

See Minute No.09.38 below

Find out from the local Neighbourhood Policing Team about the existence of the Police Consultative Group – *Wiltshire Council's Democratic Services Team has confirmed that this committee has not been formed under the new Unitary Authority.*

09.32 - Town Council Accounts - Town Clerk to look into payments paid by Wiltshire Council towards the Tourist Information Point (TIP) and if Councillors have any other queries these should be flagged up for explanation.

This payment was an overpayment of the first instalment of an annual total of £8,000 for the Information Point. No other queries received.

Funding for TIP

The issue of future funding for the TIP was also raised by the Chairman of the Cricklade Business Association at the C & L meeting of 28th July 2009. The Town Clerk's preliminary

findings are that this grant of £8,000 was paid to the Town Council under a Service Level Agreement (SLA) for services provided by CTC for the District Council through our Information Point. Wiltshire Council agreed to extend this to end March 2010. It is *not* a payment made specifically for tourism services (issue of tickets, etc) in the same way that Tourist Information Centres may be granted funds. It is though a vital payment towards the running/staffing of our Information Point. The Clerk is putting together a request to Wiltshire Council (as are other Town Councils in North Wiltshire) for the renewal of the existing SLA.

P & R 09.23 (13th July 2009) – Forward Planning - A request for preliminary work to begin on forward/corporate planning was made at the P & R meeting of 13th July 2009 (Minutes to be agreed on 14th September). The Town Clerk will begin this work alongside and following the annual precept setting exercise in the Autumn.

09.38 Policing Issues

Acting Inspector David Stephenson confirmed that most of the 288 incidents reported to police were traffic related or domestic incidents. The inclusion of Wootton Bassett in crime rate figures may give a misleading impression and was not a true reflection of the crime incidents in Cricklade. As with the list of incidents reported by the Town Council, all local enquires were taken seriously and were followed up by the local Neighbourhood Policing Team (NPT). He also reported that the rate of young offenders' offences was decreasing. The Acting Inspector confirmed that:

- i) The opening times of the weekly Thursday policy surgery at Cricklade Police Station would be moved to 1600-1800. This was to better accommodate working patterns of local people.
- ii) The NPT welcomed a proposal that a small number of Members shadow the local police team for a short period of time as had happened in other Wiltshire towns
- iii) The NPT would like to consider holding a joint surgery with Town Councillors one Saturday morning each month. This would be for a trial period and be subject to operational restrictions.

During a suspension of Standing Orders, the Chaplain for the local police stressed the importance of having a good understanding of the work of the local police. She had spent some time with police officers before taking on the Chaplaincy, had found it an invaluable tool and felt that this was a good opportunity for local Members to gain more insight into modern policing.

The Wiltshire Councillor drew Members attention to a fund around Anti-Social Behavior where bids had been invited for money. However, it was not clear what criteria this would follow.

It was **RESOLVED** that Cllr Atfield, Cllr Mrs Avenell, Cllr Beasley and Cllr Dixon would, as volunteers, shadow local police officers on the beat. And that the Town Clerk liaises with the NPT about timings and any necessary clearances for this. Also, that she with the NPT begins working towards trialing a joint surgery with the Town Council for one Saturday morning each month. Additionally, the Town Clerk would make further enquiries about an Anti-Social Behaviour fund and its bidding criteria.

09.39 Wiltshire Council Report

Unitary Councillor P Colmer informed Members that:

Cricklade

- The private road at Moats Lane (Recycling Centre) had been repaired
- The forthcoming session with Homes4 Wiltshire at the Town Council on 8th October was primarily to explain the new banding system. This had been set up to help residents especially the elderly to better understand the process. And the findings of a recent meeting with Westlea Housing had been helpful in learning more about the current situation in the town
- Work towards forming a Youth Council in Cricklade would be taken forward by him and by Councillor Atfield. And that he would be working with Wiltshire's Youth Development Service on this. A firm proposal would be submitted to Members in the coming months.

County

- The recent by-election in Southwick had resulted in a win for the Independent candidate
- At the forthcoming Full Wiltshire County meeting on Tuesday, 15th there was a motion tabled to withdraw from the Nottingham Declaration on Climate Change as well as a proposal to make Wiltshire a Fair Trade county
- An independent Strategic Review of Gypsies and Travellers in Wiltshire was being undertaken with a completion target of December 2010. Consultation would begin in April 2010.
- An announcement was shortly to be made about the harmonization of waste management in the county. North Wiltshire holds the poorest record with only 26% of its waste recycled.

09.40 Area Board Update

The Town Council's representative to the Area Board, Cllr Tetlow, gave Members an overview of the first Area Board held on 14th July at Marsh Farm Hotel in Wootton Bassett. It had been well attended and a good introduction to the new Wiltshire Council. Future meetings would be centred around themes such as Planning, Flooding, Anti-Social Behaviour, Affordable Housing, etc. There was to be no formal Public Question Time at the beginning of the meeting but there would instead be an opportunity to ask questions during a wrap-up session at the end. This was not a popular arrangement with some Members who felt that it was not democratic and that local people may feel disengaged with the process.

Issue Sheets - It was now clear that the Area Board would deal with issues and concerns affecting the community area as a whole and not local issues more appropriately handled by towns and parishes. Following a recent consultation exercise to identify those areas of most concern to Town Councillors, it was agreed that the issues identified would apply to the whole Wootton Bassett and Cricklade Community Area. Issue Sheets should, therefore, be submitted to the Area Board over the coming months on the following:

Flooding (*already submitted*)
Gypsies and Travellers
Protection of the Rural Buffer /Expansion of Swindon
Care for the Elderly
Affordable Housing
Southern Relief Road
Cricklade Leisure Centre
Car Parking
Recreational Activities for Young People
Call in Procedures
Traffic Calming
Renaming of Community Area (*already submitted*)
Division of Community Area (*already submitted*)

It was **RESOLVED** that the Town Clerk draft Issue Sheets setting out the history to each of the issues, clear with interested Members and submit these to the Area Board over the coming months.

09.41 Liaison between Cricklade Town Council and Cricklade Business Association

Members noted the contents of a report following the inaugural meeting of the above liaison group and agreed the proposed Terms of Reference.

It was **RESOLVED** that Cllrs Tetlow, Cllr Atfield and Cllr Mrs Szybiak represent the Town Council at future meetings and that at least 2 named representatives are present from the Business Association. And that the proposed Terms of Reference be adopted.

09.42 Illumination of War Memorial

Members agreed that the lighting of the War Memorial was impressive giving the right tone to this important monument and were appreciative to those who had volunteered to put the lights in place. There was discussion around the proximity of a street light to the Memorial.

It was **RESOLVED** that the switch-on and switch-off dates should correspond with the change in British Summer Time/GMT (i.e. lights go on 25th October 2009 and off on 28th March 2010). Also that the Memorial should be illuminated between the hours of 1800 and 2359 hrs. And that the possibility of removing the adjacent street light or changing its switch-on times be investigated with Highways and reported to the Community & Leisure Committee.

09.43 Correspondence

The contents of a letter from Community First alerting towns and parishes to its forthcoming Annual General Meeting on 7th October was noted.

09.44 Precept Planning

A timetable for the precept planning exercise in the Autumn (already agreed by the Policy and Resources Committee) was noted. Discussion included:

- The level of precept to be raised and whether it should fall in line with that of Wiltshire Council
- The pressure to be prudent and keep any rise at a minimal level matched against the need to fund major projects such as the car park
- The need to look at both mandatory and statutory obligations
- The requirement to look at our own position against other towns and parishes
- That some of the budgetary information may be best set out in comparatively in the form of graphs, charts

It was **RESOLVED** that the Town Clerk obtains the table of precept payments for all of Wiltshire towns and parishes and includes pictorial information alongside the usual worksheets when presenting information to Members during the coming precept round.

09.45 Committee Minutes

The Minutes of the Planning Conservation and Transport meetings of 20th July and 10th August together with the meeting of the Community and Leisure Committee of 30th June and 28th July were noted.

09.46 Town Council Accounts

The following were noted and approved:

- i) The final Internal Audit Report 2008/9
- ii) The first quarterly variance report
- iii) Committee Receipts and Payments – Months 3 and 4

Officers were praised for their work towards the Audit Report during 2008/9.

It was agreed that future monthly reports submitted to Full Council should be supported by a list of funds held in Ear Marked Reserves enabling Members to read this alongside the Committee Receipts and Payments reports.

Meeting closed at 8.28pm