



Cricklade Town Council First Town on the Thames

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FULL TOWN COUNCIL MEETING

Monday, 1st March

7pm at Ockwells

Councillors present D. Tetlow, Chairman

Cllr B. Atfield

Cllr B. Beasley

Cllr R. Case

Cllr G Chapman

Cllr A. Clements

Cllr P. Colmer

Cllr A Dentith

Cllr L Forrester

Cllr M. Hatton

Cllr T. Robertson

2 members of the public and 2 representatives from the press were present.

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

Public Question Time

Mr. C Morley of Cricklade Action Partnership asked whether the Town Council would be following up with Wiltshire Council the problems with road repairs along the Purton Road and in the High Street. Many of the repairs recently undertaken now needed further attention. The Chair responded that individual repair requests for potholes should be put direct to Clarence (Wiltshire Council) and that this issue would be referred to the Planning, Conservation and Transport Committee for reply.

MINUTES

09.91 Apologies for Absence

Apologies received from Councillors D Avenell, M Boulton, M Dixon, R Szybiak, Sgt M Alvis and PC C Skey.

09.92 Declarations of Interest

Name	Item	Type of Interest	Nature of Interest	Action
Cllr. B Atfield	10 – Town Twinning – 20 th Anniversary Celebrations	Personal	Member of Cricklade & District Town Twinning Assoc.	Spoke
		Personal	Member of NCAP	Spoke but did not vote
Cllr M Hatton	10 – Town Twinning – 20 th Anniversary Celebrations	Personal	Member of Cricklade & District Town Twinning Assoc.	Spoke
Cllr D Tetlow	8 – Wiltshire Council - Update	Personal	Member of NCAP	Spoke but did not vote

09.93 Chairman's Announcements

- i) The Chairman extended an invitation to Members to a St George's day

Variety Show to be hosted by the Mayor of Wootton Bassett on 24th April in aid of the Richard Jones Foundation. All those interested in attending should contact the Town Clerk for more information.

- ii) The Chairman reminded Members that the next Annual Town Meeting would be held on Monday, 26th April in the United Church. As in 2009 there would be no guest speaker as Councillors would have a full agenda of items to report from activities over the course of the last year. The format of the meeting would be discussed at the next meeting of Chairs and Vice – Chairs.
- iii) Congratulations were passed to a Sea Cadet from Cricklade, Douglas Stinton, who had been chosen to be the organisation’s ambassador for the South West region. Mr Stinton who is a petty officer in the unit at Wootton Bassett met the queen at Buckingham Palace at an event to mark the 150th anniversary of the founding of the UK cadet forces.

09.94 Minutes

The Minutes of the Full Town Council meeting held on Monday, 18th January 2010 were signed by the Chairman and adopted as a true record.

09.95 Policing Issues

The Neighbourhood Policing Team (NPT) had submitted a written report ahead of the meeting. The main points were:

- The priority areas within the town
- That high visibility foot patrols would continue
- Recent incidents
- The decrease in reported incidents of Anti-Social Behaviour
- The decrease in reported crimes – January 2009 (65) compared to January 2010 (47)
- No callers had visited the Joint Police/Town Council Surgery on 20th February

Members expressed disappointment that there had been no callers at the most recent Joint Surgery. Other points discussed included:

- That it would be sensible to extend the pilot scheme for the Joint Surgery from 3 to 6 months
- Enhanced publicity may provoke more interest perhaps on a ‘Use it or Lose it’ basis
- That it was clear to those Cllrs who had attended the 2 surgeries held so far that police officers and PCSOs would be better deployed elsewhere
- That a review of the pilot scheme for the joint sessions should take place at the end of the trial period

09.96 Clerks Report

09.65/83	CCTV – At the Full Town Council on 18 th January, the Town Clerk was asked to talk informally with the Fire and Rescue Service about the possibility of accommodating monitoring equipment at the Station in Cricklade. This had been done and it was clear that there are plans to expand the community use the building. However, it is unlikely that there would be room enough for further equipment over and above the equipment already stored at the site. Closed
09.68/84	Area Board – A proposed split in the Community Area. Letters from John Thomson (Deputy Leader, Wiltshire Council) confirming that this proposal and one to change the name of the Community Area would go no further. The Town Clerk’s response to both was submitted to Members at the Council meeting on 18 th January. A further response from Cllr John Thomson was noted. Both issues have been closed by Wiltshire Council. Closed

09. 84/86	<p>Correspondence</p> <p>a) Wiltshire Council – letter offering an opportunity to include Town Council contributions to an A5 size contribution for the county-wide Council Tax leaflet. Cricklade’s contribution had been amended (at the request of Cllr. Clements) to reflect external funding contributions to projects. <i>Members commented that the Council Tax leaflet printed in the Chronicle had been well presented by Town Council officers.</i> Closed</p> <p>b) Cotswold Water Park Society – Offer of briefing the Full Town Council about the Society’s future plans. The Society’s Chief Executive to address the next Full Town Council meeting on 12th April. Ongoing</p> <p>c) House of Commons – Michael Wills, MP – Members had asked that the Town Clerk write to Mr Wills thanking him for his support for the Town Council over the last few years. This had been done. Closed</p>
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09.97 Area Board Update

Cllr Tetlow updated Members on the Wootton Bassett & Cricklade Area Board meeting held on 27th January at Purton Village Hall. All grant applications had been successful which included a number from Cricklade. The meeting had been a challenging one. Some Agenda items had provided debate most notably the presentation around reallocation of funding for youth services. The outcome of this was likely to translate as a reduction of services for Purton and Cricklade. Another issue was the lack of transparency and open debate around the naming and splitting of the Community Area. The next Area Board meeting was scheduled for Wednesday, 24th March at the Marsh Farm, Hotel, Wootton Bassett

During a **Suspension of Standing Orders**, Mr B Jones, Chair of the Northern Community Area Partnership questioned the success of the Wootton Bassett & Cricklade Area Board.

It was **AGREED** that as the representative to the Area Board, Cllr Tetlow attends the Area Board Review workshop on Monday, 8th March in Devizes.

09.98 Wiltshire Council Report

Cllr Colmer updated Members on the following:

Full Council Meeting, 23rd February – The overall Council Tax had been set at 2.3% (average) with a Band D equivalent of £1,222.43. Savings had been made of £24.7m. A motion has been tabled by Cllr Colmer to change the name of the Area Board to the Northern Area Board. Whilst there was support for the motion, it was not passed.

Waste Harmonisation - The planned consultation had been postponed until after the General Election.

Youth Services – Cllr Colmer had raised the issue of the move of the Youth Development Coordinator to a different Community Area with the Cabinet Member for Children’s Services and the Head of Development Services for Young People seeking reassurance that the vacancy will be filled as soon as possible. He had been assured that an internal investigation would be undertaken. The departure of the Coordinator had taken place without notifying the Town Council.

It was **AGREED** that the Town Clerk should log this as an issue with the Area Board. And that a letter be sent to the Portfolio Holder seeking reassurance that the post will

be filled, setting out the Town Council's concerns around the lack of consultation and information prior to the Coordinator leaving post.

Wootton Bassett & Cricklade Area Board – It was likely that Wootton Bassett Town Council would no longer support the Northern Community Area Partnership (NCAP). It was not yet clear what effect this would have on surrounding parishes.

During a **Suspension of Standing Orders** the Town Council was invited by the Chairman of NCAP to consider whether Members had confidence in the Partnership. Following a short debate it was **RESOLVED** that Cricklade Town Council pass a vote of confidence in the Northern Community Area Partnership and its work to engage with local communities throughout the Wootton Bassett and Cricklade Community Area. And it was **AGREED** that the Town Council's representative, Councillor David Tetlow, informs the next meeting of the Area Board on Wednesday, 24th March 2010.

Future Contact – Due to the ill health and frailty of his elderly step-father, Cllr Colmer informed Members that he had moved to Down Ampney to care for him. He would be calling into the Town Council offices most days and had informed local people of his new contact details via his update in the Chronicle.

09.99 A Parish Plan for Cricklade

Members noted a report about the affect of Parish Plans on other towns and villages and the likely level of support from Community First together with an Action Plan for a publicity campaign in the lead up to a public meeting.

It was **AGREED** that the Town Clerk and nominated Councillors (*Cllr Atfield, Dixon and Robertson*):

- i) go ahead with the timetable as set on in the Action Plan
- ii) work with Community First and others to seek funding
- iii) informs Wiltshire Council and other partners of the Town Council's intention to support a community-led Parish Plan

09.100 Town Twinning – 20th Anniversary Celebrations

Members noted a report about the plans for a civic event to celebrate the 20th Anniversary during the weekend of 18 – 21 June 2010 (which coincides with the Cricklade Festival). The Town Council will host a reception in the Town Hall on the evening of Friday, 18th June to welcome the visitors from Sucé-sur-Erdre.

It was **AGREED** that:

- i) the organisation of the event and choice of a suitable gift is delegated to the Town and Assistant Town Clerks and Cllr Tetlow working together with the Cricklade & District Town Twinning Association
- ii) All Members attend this important civic event

09.101 Wiltshire Pension Fund

Following recommendations from the Personnel Sub Committee, Members noted a report recommending that the following draft policies were adopted:

- a) Eligibility of new employees into the Local Government Pension Scheme (LGPS)
- b) Employing Authority Discretions.

It was **RESOLVED** to adopt both policies (attached at Appendix 1) and that this decision is passed to the Wiltshire Pension Fund.

09.102 Committee Minutes

The Minutes of the meeting of the Community & Leisure Committee of 5th January and the Planning Conservation & Transport Committee meetings of 4th January and 25th

January were all **NOTED**.

09.103 Reports from Representatives to Outside Bodies

<p>Thames Hall Management Committee <i>Cllr G Chapman - Cllr B Beasley</i> No recent meetings</p>	<p>Jenner Hall Restoration Committee <i>Cllr T Robertson</i> Remains an active committee</p>
<p>Leisure Centre Management Committee <i>Cllr G Chapman - Cllr T Robertson</i> No new information to report</p>	<p>Police Consultative Committee <i>Cllr M Boulton</i> (Committee not now in existence)</p>
<p>Cotswold Water Park Joint Committee <i>Cllr R Case - Cllr M Hatton</i> Remains a busy and active committee</p>	<p>Wootton Bassett & Cricklade Area Board <i>Cllr Tetlow</i> Regular updates a standing item on FTC agenda</p>
<p>Closed Churchyards Maintenance Committee <i>Cllr T Clements</i> No new information to report</p>	<p>Community Area Young Peoples Issues Group (CAYPIG) <i>Cllr R Case</i> Attends all meetings (held every 2 months)</p>
<p>Youth Club Management Committee <i>Cllr R Case</i> No new information to report</p>	<p>Health <i>Cllr M Boulton</i> This spokesman's role no longer appropriate for list</p>
<p>Cricklade Country Way Trust <i>Cllr B Beasley - Cllr R Case - Cllr Clements</i> Fund still held. Meetings held in abeyance.</p>	<p>Link <i>Cllr G Chapman</i> Nothing to report</p>
<p>Waylands Estate <i>Cllr B Beasley</i> <i>(plus Chairman R Kensett appointed FTC 1-March for 4 years</i> All meetings attended</p>	<p>United Charities <i>Cllr M Hatton</i> <i>(R Kensett, Mrs Andrew-Faulkner appointed for 4 years from 10 March 2008)</i> Regular attendance at these twice yearly meetings to discuss grant applications.</p>

It was **AGREED** that verbal updates from representatives to Outside Bodies should be a Standing Item on future Full Town Council agendas. And that the Town Clerk updates the list to reflect which committees no longer meet. Representatives to these committees will again be decided *(with the exception of those nominated to serve a longer term than a municipal year)* at the Annual General Meeting on 24th May 2010.

Meeting closed at 8.25pm

APPENDIX 1



Cricklade Town Council

Policy on Wiltshire Pension Fund Membership - Employing Authority Discretions

Cricklade Town Council has agreed the following discretions for Wiltshire Pension Fund membership. This policy is a mandatory document and is available to all employees. A copy has been sent to the Fund and any future changes will also be sent within a month of them becoming active. Six of these discretions are included in this policy by law, the remaining ones are simply chosen by the Council as further discretions.

Each discretion is listed alongside the relevant LGPS BCM (Benefits, Membership and Contributions Regulation) 2007. These regulations are produced by the Communities and Local Government Department and passed by Parliament.

Regulation BCM 12 - Augmentation of membership of an active member (up to 10 years)

Legal requirement for inclusion

The Town Council will not exercise this option to give added service to a member except in circumstances of redundancy or a termination of service in the interests of Council functions. In these cases awards will be in accordance with a fixed scale depending on age and length of service unless the Personnel Sub-Committee allows an alternative.

Regulation BCM 13 – Whether to grant additional pension to a member (up to £5,000 pa)

Legal requirement for inclusion

The Town Council will not exercise this discretion in addition or as an alternative to augmentation.

Regulation 18(1) – Whether all or some benefits can be paid if an employee reduces hours/grade and continues to work (flexible retirement)

Legal requirement for inclusion

The Town Council does not give blanket consent for staff in the LGPS aged 50 or over (aged 55 from 1 April 2010) to flexibly retire and draw immediate payment of pension payments. Requests will be referred to the Personnel Sub-Committee and assessed on their merits taking into account factors such as cost and service delivery.

Regulation BCM (3) – Waiving actuarial reduction on flexible retirement

Legal requirement for inclusion

This will be exercised by the Personnel Sub-Committee in individual cases. Individual circumstances will be looked at according to the dictionary definition of compassion – “inclined to pity or mercy”.

Regulation BCM30 (2) - Whether to allow early payment of benefits at/after age 50 (55 from 2010)

Legal requirement for inclusion

The Council does not give blanket consent for staff in the LGPS aged between 50-59 years to retire and draw immediate payment of pension benefits. Requests will be referred to the Personnel Sub committee and assessed on their merits taking into account such factors as cost on service delivery.

BCM 30 (3) Waiving actuarial reduction on early retirement

Legal requirement for inclusion

This will be exercised by the Personnel Sub-Committee in individual cases. Individual circumstances will be looked at according to the dictionary definition of compassion – “inclined to pity or mercy.”

Admin 16(4) (b)(ii) – Whether to extend 12 month period to combine previous LG service

The Town Council will allow an option to combine previous LG service except in cases involving potential early retirement and consequent capital costs.

BCM 3 – Determine rate of employees’ contributions

The Town Council will allocate employees to the appropriate contribution rate according to their equivalent full time rate pay band at 1 April each year and adjust only where there is a contractual change during the year.

Admin 22(2) – Whether to extend the period for a member to elect to pay contributions to cover unpaid leave of absence, maternity, paternity or adoption leave beyond 30 days after returning to work or leaving

The Town Council will allow the extension of the period in cases where the member was not notified of the right to pay contributions.

Admin 83 (8) - Whether to extend 12 month period to allow a transfer-in of non LG pension rights

The Town Council will allow an option to combine previous LG service except in cases involving potential early retirement and consequent capital costs

This policy was adopted at the Full Town Council meeting on 1st March 2010

Author: Town Clerk

March 2010



Cricklade Town Council

Policy on Eligibility of New Employees into the Local Government Pension Scheme (LGPS)

This resolution policy has been approved by Cricklade Town Council and applies to all Town Council employees.

Cricklade Town Council participates in the Wiltshire Pension Fund as a Resolution Body. All resolution bodies must have a resolution in place stating what their eligibility criteria and admissions processes are for new employees entering the Fund.

Wiltshire Pension Fund: Resolution Criteria and Admissions Processes

All Cricklade Town Council employees with contracts of more than three months will be entered automatically into the LGPS unless they give written confirmation that they wish to opt out.

New employees will be given a starter pack and Cricklade Town Council will send the Fund the relevant starter form. A new member can opt out of the scheme at any time, but they will only be able to receive a refund of contributions if they do this within three months of joining

Casual employees with no mutual obligation to work are ineligible to join the scheme as are employees with contracts of less than three months.

No mutual obligation means that neither the employer is obliged to offer a certain defined amount of work to the employee, nor is the employee obliged to accept a certain defined amount of work.

This policy was adopted at the Full Town Council meeting on 1st March 2010

**Author: Town Clerk
March 2010**