

# Marlborough Town Council

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COUNCIL OFFICES  
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MARLBOROUGH  
WILTSHIRE  
SN8 1AA

28<sup>th</sup> February 2018

Dear Councillor,

I hereby summon you to a meeting of **Marlborough Town Council**, which will be held on **Monday, 5<sup>th</sup> March 2018** in the **Council Chamber, Town Hall at 7.00pm**.

Yours faithfully

  
Mrs S A Parker, PSLCC /  
Town Clerk

**The meeting will be preceded at 6.30pm by a presentation about The Merchant's House given by Clyde Nancarrow**

- a) Prayers
- b) **Public Question Time** (not to exceed 10 minutes and limited to 1 question per person unless time permits otherwise)
- c) **Crime and Disorder** – a member of the Wiltshire Constabulary will be available to give a report and answer questions from Councillors and members of the public (not to exceed 10 minutes)
- d) **To receive Questions to and from Wiltshire Councillors** (not to exceed 10 minutes)

## AGENDA

### 1. Apologies for Absence

To note apologies for the meeting and a report from the Town Clerk and consider a recommendation about a longer term absence from council and committee meetings.

### 2. Declarations of Interest and Requests for Dispensations

- a) To receive any Declaration(s) of Interest under Marlborough Town Council's Code of Conduct issued in accordance with the Localism Act 2011
- b) To consider any dispensation requests received by the Town Clerk

### 3. Mayor's Announcements

### 4. Minutes

To approve and sign as a correct record the minutes of the of the Extraordinary Full Town Council meeting held on Monday, 22<sup>nd</sup> January 2018.

### 5. Town Clerk's Report

To note the Town Clerk's report

**6. Great West Way**

To note a report by the Town Clerk giving an update on progress on the Great West Way initiative

**7. Community Area Transport Groups (CATG) - 20mph Speed Restriction Assessment Report**

To note the minutes of the CATG meeting of 22<sup>nd</sup> February and a report by the Town Clerk and consider any further follow-up action

**8. Town Hall Basement**

To note the minutes of the recent meeting of the Town Hall Basement Working Party and consider its recommendations

**9. Annual Civic Diary 2018/19**

To note the Annual Civic Diary for 2018/19

**10. Flag Flying**

To note a report by the Town Clerk and consider a recommendation about the future flying of the Town Flag

**11. Liaison with Outside Bodies**

Members to offer updates on their representational roles to outside bodies

**12. Committee Minutes** - In accordance with para 3.1 of the Scheme of Delegation, to note the approved minutes of the following Committee meetings: **Planning – 15<sup>th</sup> and 29<sup>th</sup> January** and **Amenities and Open Spaces – 20<sup>th</sup> November**. These minutes have been approved by Committee. All have been circulated to Members and are available to download from [www.marlborough-tc.gov.uk](http://www.marlborough-tc.gov.uk) or from the Town Council offices. Other meetings have taken place but, minutes are not yet approved so remain in draft form

**13. Member's Question Time**

Questions to be submitted to the Town Clerk by midday on the day of the meeting and not to exceed 10 minutes.

**14. To authorise the fixing of the Common Seal of the Marlborough Town Council to all documents necessary to give effect to the decisions of the meeting**

**15. Exclusion of Press and Public**

**RECOMMENDED:** That under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and broadcast media be excluded from the meeting during the consideration of the following items of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted

**16. Staffing Issues**

To note a report by the Town Clerk and consider a recommendation by the Staffing Sub-Committee

**17. Town Council-owned Property**

To note a report by the Town Clerk and consider possible new lease arrangements