

**MARLBOROUGH TOWN COUNCIL  
FULL TOWN COUNCIL**

Minutes of a **Meeting** of the **Full Town Council** which was held on **Monday 5<sup>th</sup> March 2018** in the **Council Chamber, Town Hall, Marlborough** at 6.30 pm

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<b>PRESENT</b>	Councillor M. Hall Councillor B. Castle Councillor Mrs P. Dow Councillor N. Fogg Councillor A. Ross Councillor G. Loosmore Councillor N. Barrett-Morton Councillor L. Farrell Councillor M. Cooper Councillor H. Forbes Councillor E. Northeast Councillor S. Price Councillor A. Wilson Councillor D. Heath	Town Mayor
<b>ALSO PRESENT</b>	Mrs S. Parker Mrs D. Whitehall Fr. J. Blacker Councillor S. Dobson PC 2374 Paul Brewster Mr T. Millett Mr N. Goodwin Ms J. Corbett Plus 7 members of the public	Town Clerk Administrator Mayor's Chaplain Wiltshire Councillor – Marlborough East Community Co-ordinator, Wiltshire Police Marlborough.News Marlborough.News Gazette & Herald

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The meeting was preceded by an interesting and informative presentation by Clyde Nancarrow and Alison Galvin Wright from The Merchants House Trust about The Merchant's House, including the news that the Town Museum was set to open in April.

**PRAYERS**

Fr. Blacker opened the meeting with prayers.

**PUBLIC QUESTION TIME**

**Mr Richard Allen, Resident, George Lane** – had corresponded with the Town Clerk on a delicate matter concerning an individual of which the Mayor was aware and asked whether there was any further response. The **Town Mayor** replied that this was a personal matter and that Mr Allen would receive a written response as it was not appropriate to debate personal matters in public.

**CRIME AND DISORDER**

**PC Brewster** introduced himself as Marlborough's Community Co-ordinator, having been in post for two weeks and providing cover for PC Herbert. A written report had been circulated against which **PC Brewster** highlighted the main points. He also answered questions about the challenges and lessons learned from the recent major weather incident and overall utilisation of resources, and how this impacted on a perceived visible police presence in the area.

**Cllr. Farrell** asked **PC Brewster** to convey Members' thanks to the police for all they do.

#### **TO RECEIVE QUESTIONS TO AND FROM WILTSHIRE COUNCILLORS**

**Cllr. Castle** referred to a vehicle which had been permanently parked in Kennet Place for four months to the frustration of residents in this area where there was limited free parking, and asked **Cllr. Fogg** whether it could be moved. **Cllr. Fogg** had also been approached by a resident of Kennet Place on this matter. As he understood that the vehicle was taxed, insured and legally parked he wasn't sure whether anything could be done, but would make enquiries.

**Cllr. Farrell** – against a national background of approx. 1 million people in need of social housing with only around 6,000 new properties being built since 2016, **Cllr. Farrell** noted that 3-bedroom homes in Marlborough had recently been sold by Aster Homes, reducing the already-scant availability to local people and asked whether anything could be done to prevent this. She believed residents were losing faith in their local and unitary councils on this matter and appealed to Members that they had a duty to continue to highlight the problem and seek a solution. **Cllr. Dobson** shared her concerns, but noted that properties in Marlborough were more valuable than in some other towns and that Housing Associations could sell properties if they so wished and reinvest in developing new homes in completely different areas. Although planning rules called for new schemes for housing to include 40% affordable homes this was often challenged by developers, as had been seen with an ongoing development at Granham Hill. **Cllr. Fogg** also shared these concerns and agreed that all should continue to highlight the problem.

**Cllr. Dobson** had good news on the long awaited completion of the cycle path to link the town with the Business Park – funds had been identified and agreed and quotes for construction had been received so this project was moving forward.

**Cllr. Dobson** asked whether any progress had been made in obtaining a Speed Indicator Device (SID). The **Town Mayor** noted that while Highways matters rested with Wiltshire Council it was clear that more and more seemed to be coming down to the local level. The **Town Clerk** confirmed quotations were being pursued to be considered at a forthcoming Planning Committee.

**Cllr. Dobson** asked whether any progress had been made with making use of monies held in the dormant Herbert Leaf Trust. The **Town Clerk** confirmed that funds for this Trust remained in an account kept separately from the Town Council accounts. Although this had been left dormant for more than 15 years, she confirmed that project FP3 on the Town Council's Action Plan included action to be taken on this within the current Council term (2017-2021).

**Cllr. Fogg** had a number of items to pass on:

Sadly a previous Town Clerk, Jackie Stoker, had passed away on 2<sup>nd</sup> March. The funeral would be held at St Thomas More at 11am on Tuesday, 13<sup>th</sup> March.

Members were encouraged to vote for The White Horse Bookshop which was on the shortlist for Independent Bookshop of the Year in South West England.

Members were reminded of the opportunity to win a piece of public art for Marlborough via a forthcoming 'Big Things' television show, and encouraged all to get in touch with the producers to explain what makes Marlborough special.

The Brandt Group quiz would take place on 15<sup>th</sup> March and Members were invited to form a team.

CATG had recently agreed that a safety barrier for pedestrians would be erected at the River Park entrance to Figgins Lane.

A member of the public had contacted **Cllr. Fogg** concerning residents improperly using public litter bins to dispose of household waste, leading to overflowing bins around the town. This was an issue in a number of locations in the town.

**Cllr. Fogg** again appealed to Members to consider a blue plaque to mark the Roebuck Inn as the birthplace of Walter Lawrence who would not be honoured with a street name at the new Marleberg Grange development, although it was good news that Elsie Knocker Grove would be included.

*PC Brewster left the meeting*

**Cllr. Dobson** confirmed that Wiltshire Council would add 'slow' markings to George Lane either side of the Van Diemens Footpath as part of the road markings to follow the forthcoming resurfacing work. He had no update at this time on Marlborough St Mary's School's request for flashing signs.

548/17

#### **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Cllrs. Kirk Wilson and Cairns.

**RESOLVED:** that Cllr. Northeast's request for an extended leave of absence was approved

549/17

#### **DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATION**

Cllr. Ross – agenda item 17 – Town Council-owned Property – non-pecuniary interest.

550/17

#### **MAYOR'S ANNOUNCEMENTS**

Following recent bad weather, thanks were expressed to all the emergency service personnel, the many members of the local community who helped stranded drivers and their passengers, most especially The Bear, and our staff who helped out where they could. This certainly gave us a reminder into just how well the community pulls together in an emergency.

The Town Mayor also expressed his thanks to all those who worked hard to organise this year's Civic Dinner especially our Civic Secretary, **Linda Chapman**. The Band of the Adjutant General's Corps and the Community Choir were excellent.

This was particularly poignant as Vanessa Lafaye, founder of the Community Choir and who bravely conducted the choir at the Civic Dinner sadly passed away on 28<sup>th</sup> February. It was her last performance with the choir. She had been suffering from cancer for many years but battled on, putting so much into her local community. Our thoughts go out to her family and friends.

Due to bad weather, the Community Litter pick had been postponed to 16<sup>th</sup>, 17<sup>th</sup> and 18<sup>th</sup> March and again all Councillors were invited to take part. Details were circulated by the Town Clerk.

On Rabley Wood, the Town Mayor added his own appreciation and thanks to **Councillors Stewart Dobson** and **Guy Loosmore** and especially to **Mrs Jayne Baker** for their efforts at Wiltshire Council's Cabinet meeting on 30<sup>th</sup> January to try to urge the Unitary Council not to agree to the sale of the land which was supposedly being held for recreation in perpetuity. As all Members knew, it was going ahead, but this Council certainly did not support it.

551/17

**MINUTES**

**RESOLVED:** that the minutes of the meeting held Monday 22<sup>nd</sup> January 2018 were approved as a true record and signed by the Town Mayor

*Some members of the public and Cllr. Dobson left the meeting*

552/17

**TOWN CLERK'S REPORT**

The Town Clerks' report was noted with no questions arising.

553/17

**GREAT WEST WAY**

Members noted the Town Clerk's report. Cllr. Heath agreed to join the Town Mayor and Town Clerk at a workshop in Chippenham on 19<sup>th</sup> March to help develop the project programme.

554/17

**COMMUNITY AREA TRANSPORT GROUP (CATG) – 20MPH SPEED RESTRICTION ASSESSMENT REPORT**

Members noted the minutes of the CATG meeting of 22<sup>nd</sup> February and the Town Clerk's report. The **Town Mayor** was disappointed that a recent Planning Committee had not given this more consideration and believed the matter was too important to dismiss and too immediate to defer further. Wiltshire Council's report included three options, one of which was to do nothing. He proposed that a public consultation take place (online and paper) for a period of six weeks and that a representative of Wiltshire Council Highways team be invited to attend a public meeting. The discussion included:

- Strong support for public consultation
- Whether implementing 20mph speed limits would be effective without a wider traffic management plan
- Whether a traffic management plan at an estimated cost of £40,000 was feasible
- CATG would only be able to take decisions on proposals supported by the Town Council as it was not a policy making body
- The availability of the report to members of the public
- What impact reducing speed limits might have on traffic flow at busy times
- Whether to progress issues with speeds in George Lane separately to support the school

During a **Suspension of Standing Orders** local resident, **Peter Morgan**, called into question whether a study by the University of the West of England provided definitive proof that reducing speeds improved traffic flow and **Gaye Denyar** asked whether A-roads would automatically be excluded from consideration, being particularly concerned about the A346. The **Town Mayor** confirmed that this was not the case – the High Street for example was part of the A4 and could be included.

**RESOLVED:** (i) to hold a public consultation on the options in the 20mph Speed Restriction Assessment. This would be conducted online and in paper format, between 16<sup>th</sup> March and 27<sup>th</sup> April. It would be an agenda item at the Annual Parish Meeting on 23<sup>rd</sup> April in order to allow public debate, with a decision to be taken at an Extraordinary Full Town Council meeting on 30<sup>th</sup> April

**RESOLVED:** (ii) to ask Wiltshire Council to reconsider the results for George Lane which had excluded periods of heavy traffic

The Town Clerk referred to the CATG minutes and the question of requesting quotes for a Traffic Management Plan for Marlborough. This should come from Highways rather than

the Town Council: Members agreed that Marlborough's Community Engagement Manager be asked to raise this request.

*Several members of the public left the meeting*

**555/17**

### **TOWN HALL BASEMENT**

Members noted the minutes of the recent meeting of the Town Hall Basement Working Party and considered its recommendations. Matters arising included:

- Whether broader plans of the whole area, including opening up the cells as a tourist attraction and the provision of access to the basement from within the main building, should be included at this time
- The scope of project PR4 in the 2017-2021 Action Plan was to clear the current public conveniences to create storage space for the Town Museum and the installation of a single access toilet cubicle
- Whether the scope of responsibilities of the Working Party was too narrow
- That the Working Party had kept the broader ambitions in mind and that the plans to be drawn up would not impact on them
- That immediate works should focus on creating storage space to support the opening of the Town Museum in April as changing the scope at this point would delay providing that support to The Merchants House Trust
- That a 2011 proposal for a circa. £1M refurbishment had not been supported by public consultation although some elements, such as reinstating public toilet facilities, had been supported

**RESOLVED:** (i) that the Terms of Reference of the Working Party were agreed

**RESOLVED:** (ii) that an Architect/Project Manager be appointed to draw up a specification for the works as set out at para. 4 of the Working Party notes

**556/17**

### **ANNUAL CIVIC DIARY 2018/19**

Members noted the Annual Civic Diary for 2018/19. **Cllr. Ross** asked that 9<sup>th</sup> November be updated to include the laying of poppies on Commonwealth War Graves.

**557/17**

### **FLAG FLYING**

Members noted a report by the Town Clerk and recommendations about the future flying of the Town Flag, including the purchase of spare flags.

**RESOLVED:** (i) to fly the Town Flag every day when other flags were not flying

**RESOLVED:** (ii) to delegate to the Town Clerk to draft a Flag Flying policy

**RESOLVED:** (iii) that any necessary remedial work to the flag pole be undertaken

**558/17**

### **LIAISON WITH OUTSIDE BODIES**

**Cllr. Cooper** reported that the Allotment Association AGM planned for 1<sup>st</sup> March had been cancelled due to poor weather. It would now take place on 25<sup>th</sup> April and it was hoped that a representative of the National Allotment Association would be able to attend.

**559/17**

### **COMMITTEE MINUTES**

In accordance with para. 3.1 of the Scheme of Delegation, Members noted the approved minutes of the following Committee meetings: **Planning – 15<sup>th</sup> and 29<sup>th</sup> January** and **Amenities & Open Spaces – 20<sup>th</sup> November**.

**560/17**

### **MEMBER'S QUESTION TIME**

**Cllr. Ross** had submitted the following question:

“Do you agree with me that a number of local residents acted with great generosity to assist travellers trapped in town by last Friday’s exceptional Blizzard? Will you consider reviewing the Emergency Snow plan to see if it is fit for purpose in view of the issues that arose and you witnessed that night?”

The **Town Mayor** did agree, and also agreed that lessons learned about dealing with stranded drivers of vehicles should be incorporated into the Town Council’s Emergency Plan. It was agreed that the Working Party should be opened up so that interested Members could contribute – the date of the next meeting would be circulated. Members also noted that grit bins were not being kept topped up, and some had been removed from the town altogether. All were appreciative of the work put in by Town Council staff.

**561/17**

**COMMON SEAL**

Proposed by **Cllr. Castle** and seconded by **Cllr. Dow** and

**RESOLVED:** that the Common Seal of Marlborough Town Council be affixed to all documents necessary to give effect to the decisions of the meeting

**562/17**

**EXCLUSION OF PRESS AND PUBLIC**

**RESOLVED:** (i) 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

*All remaining members of the press and public, Cllr. Ross and Mrs Whitehall left the meeting*

(ii) that confidential decisions relating to the remaining items on the agenda would be covered by separate, confidential Minutes

**563/17**

**STAFFING ISSUES**

Members noted a report by the Town Clerk and considered recommendations by the Staffing Sub-Committee.

**RESOLVED:** (i) that the recruitment of an Assistant Town Clerk be approved

**RESOLVED:** (ii) that there be a confidential minute to record this resolution

**RESOLVED:** (iii) that a staffing review is commissioned as soon as possible to look into changes needed to enable the council to take on additional workloads, services and assets and that a staff salary review is incorporated into this.

*Mrs Whitehall returned to the meeting*

**564/17**

**TOWN COUNCIL-OWNED PROPERTY**

Members noted a report by the Town Clerk and considered possible new lease arrangements.

**RESOLVED:** that the rent for a recently vacated property is agreed at the valuation proposed by the Council’s Property Agents.

**RESOLVED:** that there be a confidential minute to deal with this resolution

The meeting closed at 8.55 pm

Signed: .....  
Town Mayor

Date: .....