

**MARLBOROUGH TOWN COUNCIL
FULL TOWN COUNCIL**

Minutes of a **Meeting** of the **Full Town Council** which was held on **Monday, 10 December 2018** in the
Council Chamber, Town Hall, Marlborough at 7pm

PRESENT	Councillor L. Farrell Councillor B. Castle Councillor Mrs P. Dow Councillor N. Fogg Councillor A. Ross Councillor G. Loosmore Councillor N. Barrett-Morton Councillor M. Hall Councillor P. Cairns Councillor M. Cooper Councillor H. Forbes Councillor S. Price Councillor A. Wilson Councillor D. Heath	Town Mayor
ALSO PRESENT	Mrs S. Parker Mrs D. Whitehall Rev. Dr. J. Blokland Sgt P. Foster Councillor S. Dobson Mr N. Goodwin Plus 7 members of the public	Town Clerk Administrator Mayor's Chaplain Wiltshire Police Wiltshire Councillor – Marlborough East Marlborough.News

PRAYERS

Rev. Dr. Janneke Blokland opened the meeting with prayers.

PUBLIC QUESTION TIME

There were no questions.

CRIME AND DISORDER

Cllr. Barrett-Morton had reported an incident in Priory Gardens to the Police on Sunday, 9 December but believed the incident had not been investigated. **Sgt Foster** agreed to look into the matter.

Sgt Foster offered Members the opportunity to take part in a "ride-along" scheme whereby they could go out with a police officer to get a better understanding of local policing. There was a simple application process, which he would share via the **Town Clerk**.

Members wished **Sgt Foster** a very merry Christmas, and on behalf of the Town Council the **Town Mayor** thanked the Police for all they did.

QUESTIONS TO AND FROM WILTSHIRE COUNCILLORS

There were no questions. **Cllr. Dobson** wished everyone a Merry Christmas.

422/18

APOLOGIES FOR ABSENCE

Apologies for absence had been received from **Cllrs. Kirk Wilson** and **Northeast**.

423/18

DECLARATIONS OF INTEREST

Town Mayor and **Cllr. Wilson** – agenda item 14 – Planning Applications – applications for tree works at Marlborough College – pecuniary interest.

424/18

MAYOR'S ANNOUNCEMENTS

The **Town Mayor** thanked all those organisations, individuals and staff who had helped to make the Christmas Lights Switch-on a real success. The **Mayor** took the time on the night to thank those who volunteered and those on market stalls and would be writing to others too.

The **Town Mayor** reiterated what had been said in other meetings and added her own thanks to those who brought together the Remembrance events and especially to Cllr Ross who had masterminded it all. It was particularly good to see the involvement of families of the fallen in some of the events.

As Members were aware, at a recent Full Council meeting there had been a number of parents attending to express their concerns about the closure of existing special schools in north Wiltshire. The Town Council had sent a letter to Wiltshire Council in support of them. The **Mayor** wished to thank Jo Waltham for all the work she had done around this. Wiltshire Council's Cabinet had decided to build a new £20m facility at a site adjacent to Rowdeford.

It had been Michael Gray's funeral that day and there was, unsurprisingly, a huge turnout for this. It was clear that that Michael had been an important figure in the town and would be much missed by Marlborough and someone to whom all owed a debt of gratitude. The Council's sympathy was passed to his family and friends.

On a personal note, the **Mayor** thanked Members for all their support to her during her Mayoral Year.

As it was the last meeting before Christmas, the **Mayor** wished everyone a Merry Christmas and Happy New Year.

425/18

MINUTES

RESOLVED: that the minutes of the Full Town Council meeting held 5 November 2018 were approved as a true record and signed by the Town Mayor

426/18

TOWN CLERK'S REPORT

Members noted the contents of the Town Clerk's Report.

427/18

CITIZENS CLIMATE LOBBY

Following a presentation to Full Town Council on 5 November, Members were asked to consider offering support to the Citizens Climate Lobby UK through a written endorsement of its policy on the Carbon Fee and Dividend to be sent to Claire Perry, MP.

While no Members expressed opposition to the proposal and as individuals could perhaps support it in principle, questions were raised about whether there was enough information provided in order to take a view on supporting it, and also whether it was appropriate for an apolitical Council to be involved in something that appeared to be a national level campaign.

RESOLVED: that Members would submit their questions about the proposal to the **Town Clerk** in order that the Steering Group for the Citizens Climate Lobby UK could be invited back to provide more detail at the Full Town Council meeting on 21 January 2019

A member of the public left the meeting and Cllr. Fogg joined the meeting

428/18

WRITTEN MOTION

In accordance with Standing Order 10, **Cllr. Cairns** had submitted a written motion for consideration:

“I propose that this council progresses the subject of a Dark Skies Initiative which was agreed as part of Marlborough Town Council’s Action Plan 2017-2021 (listed under Item AS4). I also propose that Full Town Council commissions a Dark Skies Working Party to investigate opportunities such an initiative presents and submits appropriate recommendations to Full Council or the relevant committee.”

Cllr. Cairns explained the background and the potential benefits and opportunities for the local community and businesses from holding Dark Skies events. Members discussed:

- Successful events that had taken place in other parts of the country
- The town’s situation within the North Wessex Downs Area of Outstanding Natural Beauty (NWD AONB) and proximity to Savernake Forest which offered a number of potential opportunities for stargazing event sites
- Whether there was any strategy to support the initiative at Wiltshire Council (during a suspension of standing orders, **Cllr. Dobson** agreed to make enquiries)
- A need for more understanding of what would be involved. Questions raised included whether it involved turning off streetlights and related safety issues, where events might be located and whether it was possible to hold events in an area that was mostly urban
- That a Working Party would be able to liaise with NWD AONB and investigate further in order to provide answers to Members’ questions

RESOLVED: (i) to commission a Dark Skies Working Party to investigate opportunities and submit recommendations to Full Council or the relevant committee

RESOLVED: (ii) that **Cllrs. Loosmore, Cairns, Forbes, Price** and **Heath** were nominated to the Dark Skies Working Party

A member of the public and Cllr. Dobson left the meeting

429/18

BUDGET/PRECEPT 2019/2020

In accordance with para. 3 of the Council’s Financial Regulations, the F&P, Property, A&OS and Planning Committees had agreed draft budgets for 2019/20. The F&P Committee had also agreed recommendations and draft budgets from its Staffing Sub-Committee and reviewed all budgets and were now recommending final figures to Full Town Council.

Cllr. Ross outlined the background set out in the report. Preliminary budget proposals had resulted in a net budget and precept requirement of £708,875, equating to a precept rise of 9.85%. The F&P Committee had agreed a number of reductions resulting in savings of £39,000, bringing the proposed budget requirement to £669,875, which would need a precept rise of 3.81% - a Band D figure of £195.13 pa, equating to a rise of £7.16 per year or 59p a month.

Any budget surplus in the current year would allow for transfers to Ear Marked Reserves for priority projects, such as a cemetery extension, open spaces projects, Town Hall maintenance and a new workshop. *(The process for this is set out in Financial Regulation 4.9)*

RESOLVED: that the total net budget and precept requirement to levy to Wiltshire Council for 2019/20 is £669,875, representing a 3.81% rise and a Band D figure of £195.13 per annum, which equates to a rise of £7.16 a year or 59p a month

430/18

CCTV

Members considered the installation of CCTV in Priory Gardens and an additional camera at the George Lane Toilet block. Discussions included:

Priory Gardens

- Additional funding had been included in the F&P Committee Budget for 2019/20
- Whilst costs had been identified for cameras and ancillary equipment, full costs were not yet known for civil works and electricity supply – this was awaited from Wiltshire Council
- That the costs for a mobile CCTV unit were approximately five times higher than static cameras
- Whether the police report provided sufficient evidence to justify installing cameras
- That CCTV footage would be helpful to the police in following up reported incidents
- Reports from Members of their personal experiences of encountering litter and anti-social behaviour in the gardens
- That CCTV was a known deterrent, and had been effective at Salisbury Road Recreation Ground
- That the presence of CCTV cameras might provide peace of mind for neighbours and other people who use the gardens
- Whether the installation would have a detrimental impact on the appearance of the gardens
- That Members supported the installation of CCTV in principle as a deterrent to anti-social behaviour and crime, and for the reassurance of users/neighbours
- That more information about the electricity supply would be required before a final decision could be taken

RESOLVED: (i) that the Town Council supports the installation of CCTV cameras in Priory Gardens, in principle, to act as a deterrent against anti-social behaviour and that a decision to go ahead with the installation is deferred until more information about the costs of the electricity supply is known

George Lane Toilet Block

Two CCTV cameras were about to be installed on the front of the toilet block, facing the car park. An additional camera could be installed at the same time to cover the new play area at Cooper's Meadow. This would be a charge to the George Lane Toilet Block refurbishment budget and, if installed at the same time as the others, would cost less than £1,000. To give an unrestricted view this would require the felling of a number of trees, mostly Leylandii type trees, not subject to tree preservation orders and not within a conservation area.

RESOLVED: (ii) to install an additional CCTV camera at the George Lane toilet block to cover Cooper's Meadow and to fell trees as recommended by a local tree surgeon

Sgt Foster left the meeting

431/18

GEORGE LANE TOILETS – PHASE 2

Members considered a report by the Town Council's Project Manager, setting out options to complete the refurbishment of the George Lane toilet block. The recent decision to repay the Public Works Loan for the works which had reduced the balance available was also taken into consideration.

Option 1 included refurbishment of the remaining parts of the building as well as an extension to the building

Option 2 would focus on refurbishment only, with alterations and a new roof, which would bring down maintenance costs in future years

RESOLVED: to refurbish the back room to create a community space and an area for tourist information, to include additional windows and minor alterations as well as replacing the roof. Quotes should now be sought.

432/18

PLAY AREA AT RABLEY WOOD VIEW

The Town Council currently held a licence for the play area which was subject to a 3-month notice period. Planning permission for a new housing development necessitated the removal of the existing play area with a new one to be installed elsewhere within the planned development.

The Town Clerk advised Members that an officer at Wiltshire Council had recently informed her that it was likely that the Town Council would soon be issued with a notice to terminate the licence and that early in the New Year developers would hold a public meeting to provide an update on proposed development works.

Members were asked to consider options for the existing play equipment. Discussions included:

- Whether to leave it for the developer to remove and dispose of
- Whether the Town Council would wish to re-use the equipment elsewhere
- Whether the Town Council would wish to remove and store the equipment for potential future use

RESOLVED: to delegate to the Town Clerk to investigate the condition of the play equipment and assess whether it was suitable for re-use and to bring a recommendation back to a future meeting

A member of the public left the meeting

433/18

TIME OFF IN LIEU – DRAFT POLICY

RESOLVED: to adopt a policy on Time off in Lieu as recommended by the Finance and Policy Committee

434/18

CAMPAIGN TO IMPROVE SAFETY ON THE A346

RESOLVED: to write a letter of support about improving safety along parts of the A346 to Ogbourne St George Parish Council and the Town Council's representative to the Community Area Transport Group

Some members of the public left the meeting

435/18

PLANNING APPLICATIONS

a. **18/10951/FUL** – Replacement dwelling and garage at 1 Cardigan Road, Marlborough for Mr & Mrs O Kirby-Johnson

RESOLVED: that Marlborough Town Council has no objection to this application

b. **18/10981/FUL** – Alterations to entrance to shop including erection of timber framed loggia and external retail space at T H White Country Store, London Road, Marlborough for Mr David Scott

RESOLVED: that Marlborough Town Council has no objection to this application

c. **18/11173/FUL** – Side extension, loft conversion, replacement garage at 14 Hyde Lane, Marlborough for Mr Eric Snell

RESOLVED: that Marlborough Town Council has no objection to this application

- d. **18/10674/FUL** – Installation of a mobility scooter store disabled facility to house 3 no. mobility scooters at The Priory, High Street, Marlborough for Mr Tom Mapp

RESOLVED: that Marlborough Town Council has no objection to this application subject to the Conservation Officer's approval

The Town Mayor and Cllr. Wilson left the room for the following items and the Deputy Mayor took the Chair

WORK TO TREES

- a. **18/11050/TPO** – Two Beech trees – fell at Edwards House, College Fields, Marlborough for Ms Eleanor Kerrigan

RESOLVED: that Marlborough Town Council has no objection to this application

- b. **18/11318/TCA** – Work to trees in drawings no. MMT.009.06.Rev.9 & MMT.009.11.Rev3 and the 2019 Tree Works Schedule at The Mound, Marlborough College for Mr Andy Barnes

RESOLVED: that Marlborough Town Council has no objection to this application

The Town Mayor and Cllr. Wilson returned to the meeting and the Town Mayor resumed the Chair

436/18

LIAISON WITH OUTSIDE BODIES

Marlborough in Bloom (MiB)

Cllr. Forbes had attended a very productive Working Party meeting with the Assistant Town Clerk and the Secretary and Vice Chair of MiB. Terms of Reference had been agreed to be submitted to the MiB Committee for approval.

Sports Forum

Cllrs. Cooper and **Ross** had attended a recent meeting where a new Chair had been elected (Mr Sam Wells). **Cllr. Cooper** thanked **Cllr. Ross** for his excellent work while Chair of the Sports Forum, which had left the group in a very healthy position to go forward.

Civil War Re-Enactment

Cllr. Loosmore and the Assistant Town Clerk had attended a very constructive meeting with the English Civil War Society. The Society had agreed to provide £1,000 in sponsorship towards the planned re-enactment, which should prove to be a very enjoyable event for the town.

437/18

COMMITTEE MINUTES

In accordance with para. 3.1 of the Scheme of Delegation, the approved minutes of the following Committees were noted: **Planning** – 22 October and 19 November; **Finance & Policy** – 24 September; **Amenities & Open Spaces** – 1 October; **Staffing Sub-Committee** – 23 July, 10 October and 19 November.

438/18

MEMBER'S QUESTION TIME

No questions had been submitted.

439/18

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

440/18

EXCLUSION OF PRESS AND PUBLIC

RESOLVED: 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 and commercial nature of the business to be transacted

All remaining members of the public and press left the meeting

441/18

CONFIDENTIAL MINUTES

RESOLVED: that minutes 353/18, 354/18 and 355/18 of the Full Town Council meeting held Monday, 5 November 2018 were approved as a true record and signed by the Town Mayor

442/18

TOWN COUNCIL-OWNED LAND

Members considered a response to a request from the Marlborough Area Neighbourhood Plan Steering Group to meet identified land requirements through a call for sites.

A number of areas of land owned by the Town Council were considered for suitability towards inclusion in the Neighbourhood Plan to provide for:

- Affordable housing
- Additional car parking
- A cemetery extension
- Recreational use, particularly sports pitches
- A new doctor's surgery
- A new site for Preshute School

Members were asked to suggest any potential sites not discussed at the meeting to the Town Clerk by 17 December.

RESOLVED: to respond to the Marlborough Area Neighbourhood Plan Steering Group to offer two potential sites (subject to legal implications and site suitability) on The Common for inclusion in the plan: land adjacent to the Cemetery which might be suitable as a possible Cemetery Extension, and land adjacent to Hyde Lane and the Marlborough Rugby Club car park as a potential 'loose surface' car park.

The meeting closed at 8.55 pm

Signed: Date:
Town Mayor