

Marlborough Town Council

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COUNCIL OFFICES
5 HIGH STREET
MARLBOROUGH
WILTSHIRE
SN8 1AA

1st November 2017

Dear Councillor,

I hereby summon you to a meeting of **Marlborough Town Council**, which will be held on **Monday, 6th November 2017** in the **Council Chamber, Town Hall at 7.00pm.**

Yours faithfully


Mrs S A Parker, MILCM
Town Clerk

The meeting will be preceded by a presentation about the Marlborough Music Festival 2018 at 6.30pm

- 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**
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, 18th September 2017
5. **Town Clerk's Report**

To note the Town Clerk's report
6. **Action Plan 2017-2021**

To note a report by the Town Clerk and consider recommendations about the Town Council's draft Action Plan 2017 – 2021
7. **Marlborough Community & Youth Centre**

To note the minutes of the most recent Working Party meeting and consider its recommendations about moving the project forward

- 8. A Railway Station for Marlborough**
To consider a request to Wiltshire Council for a feasibility study for a railway station following a recent presentation to Town Councillors by Transition Marlborough
- 9. George Lane Public Toilets – Phase 2**
To note a report by the Town Clerk and consider a recommendation from the Property Committee about taking Phase 2 of the project forward
- 10. Tourism Initiative and WiFi Signage**
To note report by the Town Clerk and consider signage for Community WiFi and a collaborative Working Party to move a tourism initiative forward
- 11. External Audit**
To note the External Audit report for 2016/17 as recommended by the Finance & Policy Committee
- 12. Ear Marked Reserves**
To note a report by the Town Clerk and a recommendation by the Finance & Policy Committee about Ear Marked Reserves
- 13. Investments**
To consider a recommendation by the Finance & Policy Committee about an investment in a deposit fund at Churches, Charities & Local Authorities (CCLA)
- 14. Marlborough Christmas Lunch**
To consider the free use of the Town Hall on 25th December for the Community Christmas Lunch 2017
- 15. Christmas and New Year Opening Hours**
To note a report by the Town Clerk and consider a recommendation about opening hours and holidays over the Christmas and New Year period
- 16. Civic Working Party – Armistice Day and Remembrance Parade**
To note the most recent minutes of the Civic Working Party meeting and consider any recommendations
- 17. Liaison with Outside Bodies**
Members to offer updates on their representational roles to outside bodies
- 18. Committee Minutes** - In accordance with para 3.1 of the Scheme of Delegation, to note the approved minutes of the following Committee meetings: **Planning – 29th August, 18th September and 9th October – Amenities & Open Spaces – 17th July – Finance & Policy – 12th June – Property – 3rd July**. These minutes have been approved by Committee. All have been circulated to Members and are available to download from 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
- 19. 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.
- 20. 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**
- 21. 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
- 22. Staffing Matters**
To note a verbal report by the Town Clerk about a staffing issue