

**MARLBOROUGH TOWN COUNCIL
FULL TOWN COUNCIL**

Minutes of a **Meeting** of the **Full Town Council** which was held on **Monday, 22nd January 2018**
in the **Council Chamber, Town Hall, Marlborough** at 7pm

PRESENT Councillor M. Hall Town Mayor
Councillor Mrs P. Dow
Councillor N. Fogg
Councillor A. Ross
Councillor G. Loosmore
Councillor L. Farrell
Councillor N. Barrett-Morton
Councillor M. Cooper
Councillor H. Forbes
Councillor E. Northeast
Councillor S. Price
Councillor A. Wilson
Councillor D. Heath

ALSO PRESENT Mrs S. Parker Town Clerk
Mrs D. Whitehall Administrator
Fr. Blacker Mayor's Chaplain
Mr T. Millett Marlborough.News

PRAYERS

Fr. Blacker opened the meeting with prayers.

PUBLIC QUESTION TIME

There were no questions.

Fr. Blacker left the meeting

CRIME AND DISORDER

A Community Policing Team report for January had been circulated to Members earlier in the month and was available on the Town Council website. No officer was able to attend the meeting. **Cllr. Farrell** requested information about levels of staffing to cover Marlborough in the light of recent reports of thefts from vehicles, outbuildings and houses and whether the lack of a visible police presence made the town an easy target for thieves.

TO RECEIVE QUESTIONS TO AND FROM WILTSHIRE COUNCILLORS

Cllr. Fogg gave an update on progress with street names for Redrow's Salisbury Road development. The developer was very positive about the proposal to name streets after local people connected with World War 1 and was hoping to produce some literature to support it. There were, however, some issues with Wiltshire Council's policy on street naming which only allowed for surnames being used on

street signs. This would have an effect on the proposal for a new street being named after Elsie Knocker, the name at the top of the Town Council's list.

Cllr. Fogg asked whether the Town Council could take the initiative on proposing future use of the former St Peter's School building to include some form of community hub and/or a touchdown point for the police. The **Town Mayor** agreed that some form of community use would be beneficial, perhaps with the playground at the rear being converted to a pay and display car park, but believed from discussions with Wiltshire Council that it would not be developing any new hubs due to budget constraints. He also reminded Councillors that, at the request of the Town Council and MANP, Wiltshire Council had agreed to involve the community in drawing together a concept plan for the site.

482/17 APOLOGIES FOR ABSENCE

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

Members noted the Town Clerk's report and considered Cllr. Cairns's request for long term absence arranged prior to his standing for election.

RESOLVED: that Cllr. Cairns' absence from the Council was approved

483/17 DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATION

Cllr. Price – agenda item 6 – planning application at 6 The Green – pecuniary interest

484/17 MAYOR'S ANNOUNCEMENTS

The newly refurbished Marlborough Community & Youth Centre was open for business and there had been a good deal of interest in bookings. Again, the Mayor thanked all those who supported its opening in December and its sponsors.

Everyone was welcome to come along to this year's Civic Dinner being held in honour of 4MI on Friday, 23rd February. There would be musical entertainment from the Marlborough Community Choir and the Band of the Adjutant General's Corps – it all promised to be an excellent evening.

There would be a lecture in the Town Hall on Friday, 16th March with speakers focusing on the World War from a German perspective. More details would be announced after a Marlborough History Society meeting to be held later in the week to finalise details.

485/17 MINUTES

RESOLVED: that the Minutes of the meeting held Monday, 11th December 2017 were approved as a true record and signed by the Town Mayor

486/17 TOWN CLERK'S REPORT

Members noted the report from the Town Clerk. There were no questions arising.

Cllr. Price left the room for the following item and did not vote

487/17 PLANNING APPLICATION – 17/12042/FUL – EAGLE HOUSE, 6, THE GREEN

Alongside the issue of sub division of the property, Members discussed the proposed parking arrangements and in particular the area to the front of the site on the north east corner of The Green and noted:

- That the area of land was not included on the Commons Register as part of The Green.
- That two applications had been lodged to register the land around 20 years ago (by the then-occupier of the property and the Town Council) and both had been unsuccessful. It remained unregistered.
- Since then the owners (former and current) had registered a caution with the Land Registry showing that they have acquired prescriptive car parking rights (more than 20 years of use). This was done via Statutory Declarations made in 1999, 2002 and 2017.
- It was not clear whether others could park in the area too – a legal point. For example, how this right would be enforced if there was no space available for the owners of Eagle House if other cars were parked there.

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

488/17

TOWN MAYOR – 2018/19

Cllr. Ross proposed **Cllr. Lisa Farrell** as Town Mayor for 2018/19 and **Cllr. Fogg** seconded the nomination.

RESOLVED: that Cllr. Farrell will be Town Mayor for 2018/19

Cllr. Farrell accepted and thanked the Town Clerk, all the office staff and the Grounds Team as well as fellow Members for their support during her year as Deputy Mayor

489/17

DEPUTY TOWN MAYOR – 2018/19

Cllr. Wilson proposed **Cllr. Mervyn Hall** as Deputy Town Mayor for 2018/19 and **Cllr. Heath** seconded the nomination.

RESOLVED: that Cllr. Hall will be Deputy Town Mayor for 2018/19

490/17

TOURISM WORKING PARTY

Members noted a report from the Town Clerk, the minutes of the inaugural meeting of the Tourism Working Parking held on 5th December 2017 and considered a number of recommendations.

RESOLVED: (i) that the Tourism Working Party is set up under the agreed Terms of Reference under the administration of the Town Council and for the coordination of tourism issues

RESOLVED: (ii) that a letter is sent to other groups (e.g. accommodation providers) inviting representatives to join the Working Party

RESOLVED: (iii) that VisitWiltshire is informed that the Working Party has been established

RESOLVED: (iv) that work should proceed towards the production of an updated Town Guide

491/17

MEETING WITH ST JOHN'S ACADEMY, MARLBOROUGH

Members noted the Town Clerk's report of a recent meeting held between the Assistant Head of Year 11, students and the Town Mayor, Deputy Mayor and Town Clerk and considered actions and requests arising:

Marlborough Community & Youth Centre

"The Head Boy to work with the Centre to open a Facebook page and other social media platforms. Students to contact the Town Council formally about lighting for the Skate Park and approach the Local Youth Network (LYN) for details of how to apply for funding."

Since the meeting work has been undertaken towards a funding application through the Local Youth Network (LYN).

RESOLVED: (i) the social media plans should go ahead, and the Town Council should work towards installation of lighting at the Skate Park

Priory Gardens

"Students to re-visit monitoring of Priory Gardens by Sixth Formers. The Assistant Head of Year 11 to organise a reminder about litter to be read out at assemblies. Town Council to revisit rules around no ball games and look into closing the gardens at 4.30pm in winter rather than 4pm and the possibility of more bins."

Main points of discussion included:

- Appreciation that the school and the Town Council were in dialogue and support for this to continue
- It was noted that students used the gardens at lunchtimes and after school while awaiting buses
- Current signage stated that no ball games, bicycles or dogs were permitted in the gardens. However, this was difficult to enforce, and there were no by-laws specifically covering the gardens (though they were in place for some other areas of Town Council open space)
- The original Deed of Gift granting the gardens to the town stated they were given "for use as pleasure gardens and public walks"
- There had been some complaints about the anti-social behaviour of a very small percentage of students from neighbours to the gardens
- Whether some people may be intimidated by the behaviour of a minority of users and that this was not acceptable. Also, whether prefect monitoring would be effective
- A desire by some Members to retain the gardens as a peaceful, tranquil area
- A recognition that the gardens should be able to be enjoyed by all users at all times, whatever their age
- That the school's responsibility for student behaviour ceased once they left the school premises
- That litter was dropped by those of all ages
- Whether ownership for dealing with any anti-social behaviour and litter problems could be given to the students themselves where they could help the

Town Council to seek solutions at Priory Gardens. This could include a suggestion that students arrange a school assembly on the topic

- A recognition that of those students using the gardens only a very small percentage abused the location

RESOLVED: (ii) that Marlborough Town Council supports the student proposals to monitor the gardens with a suggestion that an assembly is organised to remind students about responsibilities for all those using the gardens. Also, that the rules around ball games would be relaxed and a new notice issued asking that all respect the rights of other users to enjoy the gardens. In addition, the gardens to be locked at 4.30pm during the winter months.

The Town Clerk to write to St John's Academy to welcome renewed engagement and to express a desire to work together to seek solutions for issues at Priory Gardens

Cooper's Meadow

"Town Council to feedback suggestion for more seating in space adjacent to play area"

RESOLVED: (iii) the request for seating will be incorporated into the ongoing project to improve the play and amenity area at Cooper's Meadow (AS2 on the Town Council's 2017-2021 Action Plan)

Fence and embankment at Cherry Orchard

"St John's to supply photographs of safety issues around the fence"

Members noted that problem with the broken fence (responsibility was with Wiltshire Council) and would liaise with WC officers once photos were received.

RESOLVED: (iv) to remind the school to send photographs if this was still an issue

Additional Bin at Cherry Orchard (or more regular emptying)

"Town Clerk to discuss this with Wiltshire Council"

RESOLVED: (v) the Town Clerk was discussing the litter bin at Cherry Orchard with Wiltshire Council

Students Suggestions

The provision of outside space/eating area for students at Tesco and an affordable café in the High Street

RESOLVED: (vi) the Town Clerk will pass the suggestions to the Manager of the Tesco store and the Marlborough Retailers Association

CIVIC AWARDS

Members considered the current processes for awarding annual civic awards (Citizen of the Year and Young Citizen of the Year) along with alternatives:

- Citizen of the Year had been running for at least 9 years. Young Citizen of the Year had been running for 2 years but no nominations had been received for the latter. However, Members were keen not to lose the opportunity to recognise worthy young people in the town
- Whether the Christmas Lights event was the best time to make the award, or whether other civic events would be better - e.g. Annual Town Council
- Whether to recognise groups rather than/alongside individuals
- Whether to merge Citizen of the Year with Young Citizen of the Year into a single award
- Whether to introduce an alternative award, for example a Mayor's Citizen of the Year
- The process used by other town and parish councils to formally recognise the work of those in their communities

RESOLVED: to review the current arrangements and conduct research as to how other town councils recognise those working hard for their communities

493/17

ANNUAL TOWN MEETING

Members considered a format for the forthcoming Annual Town Meeting to be held on 23rd April 2018 in the Town Hall. A proposal to change the venue to the Marlborough Community & Youth Centre resulted in a tied vote, and so the Town Mayor used his casting vote to make no change the venue this year.

RESOLVED: to invite a guest speaker, provide refreshments and promote the Annual Town Meeting widely

494/17

TOWN COUNCIL CALENDAR OF MEETINGS

RESOLVED: that the calendar of meetings for 2018/19 was agreed

495/17

WILTSHIRE ASSOCIATION OF LOCAL COUNCILS – BUCKINGHAM PALACE GARDEN PARTY

Members noted a report from the Town Clerk and considered nominations for a former Town Mayor to attend a Garden Party at Buckingham Palace on 5th June 2018 to go forward into a draw for town/parish council nominations across the county.

RESOLVED: now and in the future to nominate the outgoing Mayor into this annual WALC draw. Should that Councillor not be able to attend, the nomination will come back to Full Town Council for review

496/17

MINUTE BOOKS

RESOLVED: Members noted the Town Clerk's report and that Minute Books dating back to 1973/74 had been created to be sent to the archive at the Wiltshire & Swindon History Centre and that scanned copies would be also be made available on the Town Council's website in due course

497/17

LIAISON WITH OUTSIDE BODIES

There were no updates.

498/17

COMMITTEE MINUTES

RESOLVED: that in accordance with para 3.1 of the Scheme of Delegation, the following minutes of Committee meetings were noted: **Planning – 4th December 2017** and **Property – 9th October 2017**

499/17

MEMBERS' QUESTION TIME

No questions had been submitted.

500/17

SEALING OF DOCUMENTS

Proposed by Cllr. Dow and seconded by Cllr. Fogg 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

The meeting closed at 8.32 pm

Signed:

..... Date:

Town Mayor

DRAFT