

**MARLBOROUGH TOWN COUNCIL
FULL TOWN COUNCIL**

Minutes of the **Full Town Council** which was held **Monday, 4th November 2019** in the **Council Chamber,
Town Hall, Marlborough** at 7pm

PRESENT:	Councillor M. Hall Councillor B. Castle Councillor N. Fogg Councillor A. Ross Councillor A. Kirk Wilson Councillor N. Barrett-Morton Councillor L. Farrell Councillor P. Cairns Councillor M. Cooper Councillor S. Price Councillor A. Wilson Councillor D. Heath	Town Mayor
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ALSO PRESENT:	Mrs S. Parker Mrs C. Harris Councillor S. Dobson Mr N. Goodwin Acting Insp. Pete Foster Plus 3 members of the public	Town Clerk Assistant Town Clerk Wiltshire Councillor – Marlborough East Marlborough.News Wiltshire Police
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PRAYERS

Fr. Blacker opened the meeting with prayers.

PUBLIC QUESTION TIME

A member of the **Manton Community Outdoors** asked that Members considered, at Agenda Item 9, allocating Community Infrastructure Levy (CIL) funds to the upgrade of the play area at Jubilee Field.

CRIME AND DISORDER

Acting Inspector Foster gave a verbal report, highlighting recent local initiatives and priorities. There had been a rise in shoplifting over the summer resulting in increased patrols. It was hoped that a Shopwatch scheme (a national initiative) could be started in Marlborough and be running in January 2020. A recent knife crime amnesty resulted in approximately 20 knives being handed in. The Mop Fairs had run smoothly with only a couple of incidences of drunken behaviour. The team was working with residents on London Road on speeding issues and the Town Council's Speed Indicator Device (SID), recently installed in this location, would be a real help. Act. Insp Foster confirmed that he would be laying a wreath on behalf of Wiltshire Police at the Remembrance Parade on 10 November and would be present at the Christmas Lights Switch-on event on 22 November.

The Town Mayor asked if thanks could be passed to Sgt Tracy Holloway for her involvement in Shopwatch, a positive scheme which was well received by traders at a recent meeting in the Town Hall.

Cllr Farrell asked for an update on county lines operations. Acting Insp. Foster assured her that whilst there had been an arrest in Marlborough, the criminal activity itself had not taken place in the town, simply the arrest, which was part of a wider undercover operation.

Cllr Cairns asked what the Town Council could do to support the work of Wiltshire Police in terms of homelessness, which appeared to be on the increase. Town Councillors were

urged to share information with Wiltshire Police whose role was primarily one of support though sometimes that support was not welcomed.

QUESTIONS TO AND FROM WILTSHIRE COUNCILLORS

Cllr Fogg confirmed that in response to a request at the last meeting, he had investigated the designation of Barton Park as protected public open space and confirmed that the Planning Inspector had declared that it must be protected; cannot be developed without considerable community benefit or the offer of compensatory space of the same size. He also confirmed that pollution issues were likely to be transferred to the Area Board and because of this he felt strongly that the Town Council should place this on a future agenda for discussion. Though mindful that the Town Council's powers were limited, these issues would impact on the town and its residents and should be properly considered. He went on to share that 'The Crown' had been re-opened as 'Dan's Restaurant' and that the Cinema project was progressing well. He remained concerned that the 'Queen's Head', on St Martins, remains closed and requested that the Town Clerk investigate the possibility of registering the building on WC's Register of Community Assets to ensure the facility is not lost.

Cllr Dobson requested that the Town Council considers purchasing additional SIDs for use around the town. He confirmed that he had investigated the preservation of the Victorian wall at the front of the now closed Police Station to ensure that this was not lost as part of any future development programme and had received assurances from Police Estates Team. He confirmed that the play area at St John's, which was closed recently for health and safety reasons, will re-open after remedial works had been carried out. Contractors were due to rectify the problems and, hopefully, the play area would re-open soon.

Cllr Farrell asked **Cllr Dobson** if he could find out about properties in Angel Yard which should be occupied by local young, vulnerable people, but which have been empty for some time. It was thought that the property was owned by Wiltshire Council and leased to a charity. **Cllr Dobson** confirmed that he would investigate.

Cllr Cairns asked **Cllrs Dobson** and **Fogg** if they were able to obtain details about money received by Wiltshire Council following the sale of land at Rabley Wood View and St Peter's School. On the subject of St Peter's School, **Cllr Dobson** confirmed that he has requested that the plaques on the building would be retained which had been confirmed by Wiltshire Council.

302/19

APOLOGIES FOR ABSENCE

Apologies for absence had been received from **Cllrs. Dow** and **Loosmore**.

303/19

DECLARATIONS OF INTEREST

There were no declarations of interest.

304/19

MAYOR'S ANNOUNCEMENTS

The Local Government Boundary Commission for England had announced the final electoral arrangements for Wiltshire Council. In summary, this would mean that following the 2021 elections, Mildenhall and Savernake would be included in the Marlborough East division. Marlborough West Ward will include the remaining parishes currently in the West Selkley Division with the exception of Broad Hinton and Winterbourne Bassett which would move to the Lyneham Division.

West Selkley Division will no longer exist and the Area Board will reduce from 4 Unitary Councillors to 3 – Marlborough East, Marlborough West and Aldbourne and Ramsbury.

After many years of campaigning for a new hotel, the Premier Inn would open on 16 December. Its Manager had already called in to talk to the Town Clerk and Tourism Officer. Premier was keen to be part of the community and saw its role as catering for

visitors to the town rather than the corporate market. Managers had been recruiting locally to 24 new jobs and were keen to be involved with promoting tourism.

Councillors were reminded about upcoming events – the Remembrance Parade on Sunday 10 November, Armistice commemorations on 11 November and the Christmas Lights Switch-on event on 22 November. Councillors were reminded of the importance of attending civic and community events and were encouraged to attend.

The Town Mayor welcomed the new Tourism Officer, Belinda Richardson, to the Town Council team.

305/19

MINUTES

RESOLVED: that the minutes of Full Town Council held Monday 23 September 2019 were approved as a true record and signed by the Town Mayor.

306/19

TOWN CLERK'S REPORT

The Town Clerk's report was noted.

307/19

CO-OPTION OF TOWN COUNCILLOR (East Ward)

Councillors noted the Town Clerk's report confirming that there would not be a by-election and that the Town Council could now co-opt a new councillor to represent the Marlborough East Ward

RESOLVED: that i) t the co-option take place at the Full Town Council meeting on 9 December and ii) that the co-option opportunity be advertised widely

308/19

TOURISM STRATEGY

Councillors welcomed and noted the report and draft Tourism Strategy prepared by the Tourism Officer as well as the minutes of the most recent Tourism Working Party. Main discussion points included:

- When working with local stakeholders, ensure that the digital aspect is not lost. Some partners had a strong digital presence already and, ideally, the Town Council should work with them and share resources
- It was suggested that the threats and weaknesses within the SWOT analysis may need amending
- As part of the Great West Way (GWW), the need to work with Great Western Railway (GWR) to maximise and publicise local rail connections at Bedwyn and Pewsey
- Access to the Kennet & Avon Canal via the old southbound railway path could be investigated. This would be an extension to the Sustrans route even though there may be issues around Rights of Way and land ownership
- The new Premier Inn would help address the shortfall in accommodation
- A main objective was increased footfall with town events having an important impact. For example, a key attraction event would be the Dark Skies Fest in October 2020
- The Common was an excellent open space for a variety of events and this space could be better utilised
- Local wildlife trails should be promoted
- It was suggested that contact be made with the local Ramblers Group
- A review of gateway signage at the five entrances to the town was needed. Hungerford had already put new signage in place recognising that it was part of the Great West Way.

RESOLVED:

- i. That some minor amendments are made to the Tourism Strategy and that advice from VisitWiltshire is sought before wider consultation takes place

- ii. That an application for Coach Friendly Status is submitted to the Confederation of Passenger Transport (CPT)
- iii. That a signage review takes place and that it is delegated to the Town Clerk to appoint People & Places to undertake the work at a cost of £1,200.

309/19

OPEN SPACE AT BARTON PARK

Councillors noted the Town Clerk's report and considered the response from Wiltshire Council about a request for an asset transfer of open space at Barton Park to the Town Council. Wiltshire Council had confirmed that budgets do not allow for new furniture and facilities to be provided on site, however the Town Council could make improvements to the area under a licence, should it wish to do so.

RESOLVED: that the terms of the proposed licence are investigated in more detail and brought back to Full Council

310/19

COMMUNITY INFRASTRUCTURE LEVY (CIL)

Councillors noted the Town Clerk's report. It was confirmed that the expected autumn tranche of CIL money had not yet been received. Members were fully supportive of the work and fundraising by Manton Community Outdoors. Volunteers had worked tirelessly to raise almost £40K towards the new play area which was an impressive achievement.

RESOLVED: that the remaining unallocated CIL funds of £3,880 are allocated to the upgrade of the play area at Jubilee Field, Manton and that the Town Council consider additional funding to the project on receipt of the next tranche of CIL allocation.

311/19

CHRISTMAS LIGHTS SWITCH-ON

Councillors noted the update report from the Assistant Town Clerk about the Christmas Lights Switch-on event and considered estimated costs.

RESOLVED: that proposed costs are agreed and that the earmarked reserve of £3,000 for events could be used if required.

312/19

RURAL MARKET TOWNS GROUP

Councillors considered a request from the Rural Market Towns Group and the Town Clerk gave background to its work representing rural market towns at a central government level. Town councils were being approached direct since Wiltshire Council had withdrawn funding.

RESOLVED: that the Town Council subscribe to the Rural Market Towns Group for one year at a cost of £130.00.

313/19

MARLBOROUGH CHRISTMAS LUNCH

Councillors considered the free use of the Town Hall for the Community Christmas Lunch 2019. Members were fully supportive of this important community event for those who might otherwise spend Christmas Day alone.

RESOLVED: that the Town Hall is offered free of charge over the Christmas period for the Marlborough Christmas Lunch and that the organisers and volunteers are commended on their hard work.

314/19

CHRISTMAS AND NEW YEAR OPENING HOURS

Members noted the Assistant Town Clerk's report about opening hours during the festive season.

RESOLVED: that the proposed opening hours over the Christmas and New Year period be approved.

- 315/19 REPRESENTATIVE TO THE MARLBOROUGH PATIENTS LIAISON GROUP**
Following discussion about the importance of liaison between the Kennet & Avon Medical Practice (KAMP) and the Town Council it was
RESOLVED: that **Cllrs. Cooper** and **Farrell** are appointed as the representatives to the Marlborough Patients Liaison Group.
- 316/19 TREE AT STONEBRIDGE MEADOW**
Councillors noted the Town Clerk's report and looked at the proposed locations for a commemorative White Willow tree to be planted in November in the amenity area at Stonebridge Meadow. There was some concern about loss of amenity space if a tree was planted in the mown area and that it would be more appropriately placed in the unmown area known as the 'finger.'
- RESOLVED:** to agree the request for the planting of a White Willow Tree outside of the mown amenity area at Stonebridge Meadow and that the proposal to erect a dedication plaque is submitted to the A&OS Committee on 18 November 2019.
- 317/19 VE DAY EVENT**
Councillors noted the Town Clerk's report and welcomed this event which would be held in partnership with the Marlborough History Society
- RESOLVED:** that this event be included as part of the Town Council's commemorations and that it takes place in the Assembly Room on Thursday 7 May 2020.
- 318/19 GENERAL DATA PROTECTION REGULATION (GDPR)**
Councillors noted the Town Clerk's report.
- RESOLVED:** that I-West are invited back to give further training to those Councillors who were unable attend the first session and that this type of training becomes a compulsory part of the induction programme following the next Town Council elections in May 2021.
- 320/19 POSSIBLE ADDITIONAL FULL TOWN COUNCIL MEETING**
With a co-option taking place at the Full Council meeting of 9 December and confirmation of tax bases not being confirmed by Wiltshire Council until mid-December it was
RESOLVED: that the Full Council meeting to discuss and finalise budget and precept requirements for 2020/21 is held on 20 January 2020
- 321/19 OUTSIDE BODIES**
The following updates were received:
Chamber of Commerce
Cllr Kirk-Wilson commented that it was disappointing that the town's traders were not well represented on this group, however, this may change with the Shopwatch initiative and possible support of the Chamber.
- Market Towns Forum
The Town Mayor confirmed that WC were reducing the frequency of meetings and intend to hold them only once/twice a year. This was disappointing as these provided a good networking opportunity.
- Wiltshire Association of Local Councils (WALC)
Cllr Price confirmed that whilst these meetings were normally held on a Monday, WALC was looking to rotate the days to try to increase attendance. Additional Charing training was being considered by WALC as well as other training requests.

Richmond Fellowship

Cllr Castle confirmed that the Fellowship had moved from its office at Wagon Yard, Marlborough and was not currently tending to Plume of Feathers Garden (which was under a 5-year lease with the Town Council).

Marlborough Area Board

The Town Mayor confirmed that he continued to encourage representation from the Community Commissioning Group (CCG) at Area Board meetings.

Community Area Transport Group (CATG)

The Town Mayor continues to ensure that there is a Marlborough based project on the action plan for consideration at CATG. The 20mph speed limits were being implemented with signage being installed around the town. A metrocount had been installed in George Lane and discussions about the installation of a zebra crossing in the High Street were ongoing.

Marlborough & District Link Scheme

Cllr Castle confirmed that this group is successful with a healthy bank balance but a shortage of drivers.

Marlborough Fire Station Liaison

Cllr Farrell confirmed that no meeting had yet taken place.

Emergency Flooding/Snow Wardens

Cllr Cairns confirmed that he would now be attending the Operational Flood Working Group North as opposed to South which will be more relevant to Marlborough.

Transition Marlborough

Cllr Cairns confirmed that work was still continuing on 'Bee Roadzz' with discussions taking place with landowners. The group's permaculture project continued to be successful.

2293 Air Training Corps

Cllr Barrett-Morton confirmed that he had attended recent meetings. The Corps had full membership and would attend the Remembrance Parade.

Kennet Community Transport

Cllr Kirk-Wilson confirmed that this group needed more volunteers.

Local Youth Network

Cllr Price confirmed that there had been no recent meetings as no funding applications had been received. Councillors were urged to encourage local youth groups to apply for funding.

Christmas Lights Switch-on Event

The Town Mayor confirmed that this event would take place on Friday, 22 November and encouraged Councillors to attend.

Great West Way

The Town Mayor confirmed that engagement in this process was well underway and the town's role as an Ambassador remained an important one.

Allotment Association

Cllr Cooper had nothing to report except that this group was self-sufficient and undertaking excellent work.

The Lansdowne Monument

Cllr Heath confirmed that as the last meeting was announced at very short notice, he was unable to attend and had nothing to report.

Schools Liaison Group

Cllr Farrell confirmed that a date had yet to be confirmed for the next meeting.

Youth Council

Cllr Farrell confirmed that four new representatives had come forward from Marlborough College and that it was hoped that representatives from St John's would also be attending the next meeting. Approaches would be made to the Scouts, Guides and other youth groups in the town too.

Sports Forum

Cllr Cooper confirmed that this forum was developing well. The group was looking at alternative meeting venues including the Town Hall. Grants had recently been awarded and the Forum was working towards raising its profile.

322/19

COMMITTEE MINUTES

In accordance with para 3.1 of the Scheme of Delegation, Members noted and approved minutes of the following committee meetings: **Planning** – 2 & 23 September & 7 October. **Finance & Policy** – 28 August and **Property** – 8 July.

323/19

MEMBER'S QUESTION TIME

No questions had been submitted.

324/19

COMMON SEAL

Proposed by **Cllr. Castle** 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.

325/19

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 nature of the business to be transacted

Members of the press and public left the meeting

326/19

UPGRADE TO PLAY AREA AT MANTON

Councillors noted reports by the Town Clerk and the Town Council's Play Consultant and that a consultation would be held at Preshute School for children, parents, carers and local residents on Wednesday, 13 November and that any proposed amendments to the preferred design would be submitted to Full Council on 9 December

RESOLVED: That the contract to upgrade the play area at Jubilee Field, Manton be awarded to Dragon Play and that £500 from the dedicated budget line be contributed towards the project

The meeting closed at 8.54pm

Signed: Date: