

**MARLBOROUGH TOWN COUNCIL
FULL TOWN COUNCIL**

Minutes of a Meeting of the **Full Town Council** which was held **Monday, 24 June 2019** in the **Council Chamber, Town Hall, Marlborough** at 7 pm

PRESENT: Councillor M. Hall
Councillor B. Castle
Councillor Mrs P. Dow
Councillor N. Fogg
Councillor A. Ross
Councillor G. Loosmore
Councillor N. Barrett-Morton
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
Councillor S. Dobson
Fr J. Blacker
A/Inspector P. Foster
Mr N. Goodwin

Town Clerk

Administrator

Wiltshire Councillor – Marlborough East

Mayor's Chaplain

Wiltshire Police

Marlborough.News

PRAYERS

Father Blacker opened the meeting with prayers.

Fr. Blacker left the meeting

PUBLIC QUESTION TIME

There were no questions.

CRIME AND DISORDER

Acting Inspector Foster provided a verbal update on policing in Marlborough during the past month, which included an arrest following a drugs warrant executed in Angel Yard, two significant burglaries, a missing person search and attendance at major events. He also answered questions about county lines, where to obtain up to date crime statistics, and the uptake and promotion of Crimestoppers as a valuable way for members of the public to report crimes or suspicious activity in complete anonymity.

QUESTIONS TO AND FROM WILTSHIRE COUNCILLORS

Cllr. Fogg (Marlborough West)

- Confirmed that the proposals for a cinema in The Parade had been granted planning permission and that conditions had been included in respect of the neighbouring house

Cllr. Dobson (Marlborough East):

- Reminded members that a free coach service was available to take people to and from Salisbury to attend the Armed Forces Day on Saturday, 29 June
- Was pleased to report that work to link up the cycle path with the Salisbury Road business park was scheduled for November 2019.
- Agreed to investigate development plans for the former Resource Centre

88/19 APOLOGIES

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

89/19 DECLARATIONS OF INTEREST

There were no declarations.

Acting Inspector Foster left the meeting

90/19 MAYOR'S ANNOUNCEMENTS

The Mayor thanked all those, especially the former servicemen and those from the Royal British Legion and Royal Naval Association, who came along to the wreath laying ceremony on The Common on 6 June to commemorate those who took part in the D Day landings. Wreaths were laid at the remembrance stone which marks the place where the American army hospital - the 347th Station Hospital - was based from May 1944 to July 1945 where thousands of service personnel were treated after D-Day.

Thanks were also extended to those who attended the unveiling of a new blue plaque at the Library to commemorate Eglantyne Jebb, founder of Save the Children. This was organised by the Town Council, Marlborough News, the Library and Save the Children. It was a good event which helped to further raise the profile of this remarkable woman as well as the centenary of Save the Children.

91/19 MINUTES

RESOLVED: that the Minutes of the Meeting held Monday, 20 May 2019 were approved as a true record and signed by the Town Mayor

92/19 TOWN CLERK'S REPORT

Members noted the Town Clerk's report.

93/19 REVIEW OF EFFECTIVENESS OF THE SYSTEM OF INTERNAL CONTROL

RESOLVED: that the Review of Effectiveness of the System of Internal Control be adopted as recommended by the Finance & Policy Committee

94/19 INTERNAL AUDIT REPORT 2018/19

Members noted the final Internal Audit Report for 2018/19 and commended all those who had worked hard to keep accurate records

RESOLVED: that the final Internal Audit Report for 2018/19 was noted

95/19 ANNUAL GOVERNANCE STATEMENT 2018/19

RESOLVED: that the Annual Governance Statement at Section 1 of the Annual Governance and Accountability Return (AGAR) was approved and signed by Town Mayor/Chairman of the Council

96/19 ANNUAL ACCOUNTING STATEMENTS 2018/19

RESOLVED: that the Annual Accounting Statements at Section 2 of the Annual Governance and Accountability Return (AGAR) was approved and signed by Town Mayor/Chairman of the Council

- 97/19 EAR MARKED RESERVES**
Following the close of accounts for 2018/19 and a recommendation by the Finance & Policy Committee (**Min. 576/18** from the meeting held 18 March 2019), Members considered Ear Marked Reserves for 2019/20 to be set aside for specific projects and works.
RESOLVED: that Ear Marked Reserves were approved for 2019/20
- Cllr. Dobson left the meeting*
- 98/19 INTERNET BANKING**
RESOLVED: that a move to internet banking arrangements as governed by the Council's Financial Regulations was approved
- 99/19 PROJECT PLAN 2017-2021**
Members considered a report by the Town Clerk about reviewing the Project Plan for 2017-21 as well as whether the time was right to draw up a strategy and vision statement. The discussion included:
- Whether to draw up a strategy now, or wait until more was known about devolution of services from Wiltshire Council
 - How and when to communicate and consult with members of the public
- RESOLVED:** to hold a workshop to review the Project Plan 2017-2021, to be followed by public consultation
- 100/19 NEW PUBLIC TOILET**
Members noted from the Town Clerk's report that work to install a new unisex toilet with baby changing and disabled facilities in the basement of the Town Hall had now been completed, meeting a long-held aspiration of the Council and the town's residents.
- RESOLVED:** to hold a small event to open the facility in the early evening of 1 July and to delegate to the Town Clerk to organise it
- 101/19 VE DAY COMMEMORATIONS**
Members noted the Town's Clerk Report about the national commemorations for VE Day 75 scheduled for the Friday 8 May 2020. **Cllr. Ross** noted that there was a national plan in place which the Town Council could follow.
- RESOLVED:** (i) that the Town Council should take part in the national commemorations
- RESOLVED:** (ii) that event organisation will fall to the Civic Working Party working with other interested groups and that it should meet soon to discuss how to move forward
- RESOLVED:** (iii) that the existing hirer of the Town Hall on the same date be contacted and offered an alternative date
- RESOLVED:** (iv) that a budget is set aside for this during the autumn precept setting round.
- 102/19 TWINNING WORKING PARTY**
Cllr. Loosmore answered questions from Members about anticipated funding and timescales. Discussions were in the very early stages, but it was anticipated that the Town Council would play more of a facilitation role, bringing together local community groups, schools etc, with a view to completion towards the end of the calendar year.
- RESOLVED:** that the minutes of the Working Party meeting of 14 May were noted and the Terms of Reference were adopted with no changes

103/19

CITIZEN OF THE YEAR

Members considered a report from the Town Clerk about how to take the annual civic award scheme forward. Main discussion points were:

- There was general support for a change of format for the award
- That the award should be presented at the Annual Town Council (Mayor Making) ceremony rather than at the Christmas Lights Switch-on event
- That groups as well as individuals should be eligible
- How a community nomination process might work.

RESOLVED: that draft criteria be drawn up for consideration at the next Full Town Council meeting

104/19

OUTSIDE BODIES

Marlborough in Bloom (MiB)

Cllr. Forbes reported that MiB continued to go from strength to strength. Judging day for the town's entry into South West in Bloom had been confirmed as 23 July, and Lady Fellowes would accompany the judges. An impressive Portfolio had already been drafted and MiB volunteers had joined in with the recent 'Tidy up the Town' day. In answer to a question about the logistics of judging day, **Cllr. Forbes** agreed to check the route and where/whether vehicles would be involved.

Action for the River Kennet

Cllr. Heath had taken part in a very successful, if wet, event at Stonebridge Meadow involving 43 pupils from Burbage Primary School. Marlborough Town Football Club had kindly made their club house available on the day. Plans were being discussed about installing a screen-style hide to facilitate bird watching near the riverbank.

Wiltshire Association of Local Councils (WALC)

Cllr. Castle noted that the ongoing issue of WALC meetings clashing with Town Council meetings may be resolved at the next WALC meeting, when an agenda item included the consideration of moving meetings to a different day of the week. The Town Council's representative to WALC, **Cllr. Price**, would attend and make the case.

105/19

COMMITTEE MINUTES

In accordance with para 3.1 of the Scheme of Delegation, Members noted minutes of the following committee meetings: **Planning** – 7 May and 28 May and **Finance & Policy** – 18 March.

106/19

MEMBER'S QUESTION TIME

A question had been submitted by **Cllr. Wilson** relating to the condition of the blue plaques across Marlborough and whether they should be replaced. With two new plaques recently being installed, **Cllr. Wilson** was disappointed that the older plaques had weathered to a point that they did not do the historical significance they portrayed any justice to themselves or the Town. Members had some sympathy with this view, especially in view of Marlborough's status as a tourist destination. This issue would be added to a future agenda.

107/19

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

The meeting closed at 7.58 pm

Signed: Date:
Town Mayor