



# MARLBOROUGH TOWN COUNCIL ACTION PLAN 2017-2021

# Marlborough Town Council

This Action Plan summarises the projects and proposals that Marlborough Town Council, sometimes in partnership with others, will develop and/or deliver during its 4 year term. The document will be subject to alteration and amendment and will inform the budget setting process.

## Partners

Amongst others these include Wiltshire Council, Marlborough Area Neighbourhood Plan Steering Group, The Merchants House, Action for the River Kennet, Marlborough Area Development Trust, Churches Together, Transition Marlborough, Marlborough in Bloom, Manton Residents Association, the Marlborough Lions Club, Marlborough & District Rotary Club, Showmen's Guild, VisitWiltshire, Wiltshire Police, English Civil War Society, Wiltshire Association of Local Councils, Chamber of Commerce and the Dorset & Wiltshire Fire & Rescue Service.

## Review and Evaluation:

The Action Plan will be formally reviewed every 6 months. It is a 'live' document and the Council can add to it and amend as necessary. Progress on projects will be reviewed by Standing Committees and reported to Full Council.

# MARLBOROUGH TOWN COUNCIL

## MAJOR PROJECTS AND POSSIBLE NEW INITIATIVES 2017 - 2021

### Category

Project	A defined structure exists with a clear understanding of tasks, costs, timescales and risks
Proposal	An idea that is yet to be structured. Requires study and debate; evidence of community and Town Council support; justification and planning. Working Party to take forward
Ongoing task	Essential work that has to be done but, due to unknown content, cannot be structured as a project
Quick win	Highly desirable with low resource requirements

### Priority

High	Already started; to be delivered during FY 2017/18
Medium	To be delivered during FY 2018/19 (or spanning over more than 1 year)
Low	To be delivered during the last two years of this Council (FY 2019/20 or FY 2020/21)

### Note

This list does not include work that carries on year-on-year - management of the Remembrance Parade, Armistice Day, Mayor Making, Civic Service, Christmas Lights Switch-on, Newcomers Reception and the day to day running of services and the Town Council estate. (This includes its property portfolio (8 residential and 3 commercial properties), the Town Hall, cemeteries and burials, play areas, sports pitches, The Common, The Green, public toilets, parks and gardens, War Memorials, the Town Hall, Community and Youth Centre, Skatepark and more.

	Description	Comments	Estimated Delivery	Completion	Type	Priority	Committee Responsibility
TC1	Town Centre CCTV	Licence obtained for final two cameras to be placed on Cancer Research Shop.	2017/18	Main operational system in place – 2015/16. Completion 2017	Project	High	FTC
		CCTV Policy and remote working with Wiltshire Police	2017/18	Agreed March 2017. Training currently being given to Police	Project	High	FTC
TC2	Tourism Initiative	Working Party to be established to include MTC, Merchant's House, MADT, Marlborough College (Summer School) and others	2017-2021		Ongoing Task	High	FTC
TC3		Possible Information Point in George Lane car park					
TC4		Town Guide (already agreed by FTC)					
TC5		Coach Friendly Status					
TC6		Great West Way (headed up by VisitWiltshire)					
TC7		Increased promotion of Shopmobility					
TC8		Promotion/signage for free Community Wi-Fi					
TC9		CIL Infrastructure Projects					

TC10	Volunteers Exchange	Town Mayor Initiative. Match volunteers to local organisations. Possible online tool and inclusion in next Newcomers Reception	2017/2018		Quick win	High	FTC
TC11	Community Asset Transfers (CATs) and Devolution of Services from Wiltshire Council (WC)	Some initial work undertaken Marlborough near top of list for CATs. Unknown timescales dependent upon an awaited review of process by WC.	2017-2021	Timescales are dependent upon completion of Wiltshire Council review	Ongoing task	Medium	FTC
TC12	Events (already agreed)	Marlborough Puppetry Festival (Pelham Puppets) 8/9 July 2017 and Bob Pelham Blue Plaque	2017/18	Festival took place 8/9 July 2017	Project		FTC
TC13		Civil War Re-enactment July 2019 in partnership with the Civil War Re-enactment Society	2017-2019	2019	Quick Win Project	Medium	FTC
TC14		Puppetry Festival 2020 in partnership with a Community Committee	2020/21		Project	Low	FTC
FP1		100 years commemoration of the end of World War 1	2018/19		Project		F&P (Civic)
TC15	Local Council Award Scheme	Achieving a recognised national status for Town Council	2018/19		Ongoing task	Medium	FTC/Town Clerk
TC16	Registration of all land and property with HMLR	Possible outsourcing	2018/19		Ongoing task	Medium	FTC
TC17	Community Covenant with the 4 <sup>th</sup> Military Intelligence Battalion	Projects arising from the Community covenant with the 4 <sup>th</sup> Military Intelligence Battalion	2017-2021		Ongoing task	Medium	FTC

TC18	Boundary Review	Town Clerk to clarify the process with WC.	2017-2021		Ongoing task	Unknown without further research	FTC
n/a	Business Improvement District (BID)	Collaborative work with Town Team. Not at this time. Can be reviewed.	N/A	N/A	Deleted	N/A	N/A
FP2	Christmas Market	MTC already co-ordinates the Christmas Lights switch-on event. The market runs alongside it. 2017 market - a pilot		2017/18	Ongoing task	High	F&P
FP3	Dormant Charitable Trusts	Dormant for approx. 15 years. Monies held in separate accounts and not part of Town Council accounts	2017-2021		Ongoing task	Low	F&P
AS1	Cemetery extension/new cemetery	MANP to identify land  (Responsibility of MTC to build cemetery)	2018/19	Identification of land only	Proposal	Medium	A&OS
AS2	Improved play area at Cooper's Meadow	Renewal of play area. Some proposals already received. Possible addition of picnic benches. Review of size of allocated play area. S106 money of £23,000 in place.	2018/19		Project	Medium	A&OS
AS3	Replacement trees in Frees Avenue	Some trees already removed. Others (Horse Chestnuts) are diseased and will require replacement	2017-2021		Proposal	Medium	A&OS
AS4	Dark Skies Initiative	Possible event to be incorporated with initiative	2017-2021		Proposal	Medium	A&OS
AS5	Increased Recreational facilities at Jubilee Field	Possible equipment for older children and improved play area	2017-2021		Proposal	Medium	A&OS
PR1	Public Toilets Phase 1	George Lane toilets completed and open	2017/18	Opened 28 April 2017	Project	Completed	Property

PR2	Public Toilets Phase 2	Chantry Lane toilets to be sold at auction	2017/18	Sold 22 June 2017 (£164,000)	Project	High	Property
		George Lane refurbishment of remainder of building – disused disabled toilet cubicle and additional room. Ideas already discussed include a Tourist Information Point, community room and an additional toilet cubicle	2017 - 2019	Working Party established September 2017			
PR3	Marlborough Community & Youth Centre	Lease to be signed on 12 June 2017	2017/18	Signed 12 June 2017	Project	Completed	Property
		Phased refurbishment of building (including redecoration, CCTV, Intruder Alarm, new furniture. IT and other equipment)	2017/18	Opening event – December 2017		High	Property
		Applications for external funding (Big Lottery, Aviva Community Fund, Tesco Bags of Help) and a call for contributions	2017/18	Area Board (£10,000), Lottery (£9,100), CIL (£21,828.76), Lions Club (£1,000), Anonymous Contributions (£1,000)		High	Property
		Re-opening for bookings	2017/18 (January 2018)				

PR4	Works to basement of Town Hall	Working Party to be established  Clearance of public conveniences to create storage space for Town Museum  Possible installation of new single access toilet cubicles  Possible future opening of cells as a tourist attraction – not included in current scope	2017-2021	Various	Proposal	Medium	Property
PL1	Neighbourhood Plan	Working with MANP  Establishment of Working Parties – Countryside & Recreation, Housing Needs, Business & Employment	2017 - 2019	Designated Area – March 2016 Housing Needs Analysis – October 2017 Car Parking Study – October 2017	Ongoing task	High	Planning
PL2	Review of Emergency Plan	A plan already exists based on WC template. Working Party to be established to carry out review	2017/18		Ongoing task	Medium	Planning

More information is available about the above from the Town Council Offices, 5 High Street, Marlborough SN8 1AA

Email – [enquiries@marlborough-tc.gov.uk](mailto:enquiries@marlborough-tc.gov.uk) Website – [www.marlborough-tc.gov.uk](http://www.marlborough-tc.gov.uk) Follow us on social media  @MarlboroughTC  @MTCwilts