

# Marlborough Town Council



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COUNCIL OFFICES  
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SN8 1AA

9 December 2020

Dear Councillor,

I hereby summon you to a meeting of **Marlborough Town Council**, which will be held on **Monday, 14 December at 7.00pm** via Zoom.

Yours faithfully

Handwritten signature of Shelley Parker.

Mrs S A Parker, PSLCC  
Town Clerk

*On 4 April 2020, the government introduced The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 which allows local councils to meet remotely. These regulations apply to meetings held before 7 May 2021.*

This meeting will be held online using Zoom videoconferencing software. The press and members of the public are welcome to join the meeting by following this link:

<https://us02web.zoom.us/j/87319216625?pwd=VXhndDFXYnk5d2ErV29ndWtxQ3JHdz09>

Meeting ID: 873 1921 6625

Passcode: 294617

**Public Question Time** – In accordance with Standing Order 3(f), members of the public may ask questions of Full Town Council. The time allocated for this should not exceed 10 minutes and be limited to 1 question per person unless directed otherwise by the Chairman. A full response may not be possible without further research and the Chair may direct that a written or oral response be given.

- 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 Wiltshire Police will be invited 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
3. Mayor's Announcements
4. Minutes

To approve as a correct record the minutes of the meeting of the Extraordinary Full Town Council held on Monday, 7 December 2020

**5. Call in**

In accordance with Standing Order 30, Cllr. N. Fogg, with the support of Councillors P. Dow, A Kirk Wilson and J Waltham, has invoked the procedure to call in the decision recorded under Minute 296/20 of the meeting of the Amenities and Open Spaces Committee on 16 November 2020. The resolution was:

**RESOLVED: that the Town Council agrees to the request for a third pitch subject to (i) it being positioned as marked in blue on the MRFC plan and above the existing pitches, (ii) that guaranteed playing hours are agreed to the satisfaction of Marlborough Model Flying Club and that (iii) no permanent posts shall be sited at the pitch when not in use**

**6. Annual Governance & Accountability Return (AGAR) – External Auditor Report**

To note the External Audit report for 2019/20 and that a Notice of Conclusion of Audit has been posted on the Town Council's website as required under Sections 20(2) and 25 of the Local Audit and Accountability Act 2014, the Accounts and Audit Regulations 2015 (SI 2015/234) and the Accounts and Audit (Coronavirus) (Amendment) Regulations 2020 (SI 2020/404)

**7. Census 2021**

To note a report by the Town Clerk and information about the Census scheduled for March 2021

**8. Skatepark Lighting**

To note an update report by the Assistant Town Clerk and consider a recommendation to make amendments to the project for lighting the Skatepark at the Recreation Ground, Salisbury Road

**9. Safe Re-opening of the High Street**

To note a report by the Town Clerk about agreed social distancing measures in the High Street/Kingsbury Street and consider feedback to Wiltshire Council (*deferred from the Planning Committee meeting of 7 December*)

**10. Public Art at Priory Gardens**

To note a report by the Town Clerk and consider a request for public art to be permanently displayed at Priory Gardens

**11. S106 Allocation - Development of Former Police Station at George Lane**

To note a report by the Town Clerk and consider a recommendation regarding a S106 contribution towards open space and play provision linked to the development of the former police station at George Lane

**12. Recruitment of Town Clerk/Responsible Finance Officer (RFO)**

Following a recruitment programme and interviews, Members are asked to ratify a decision by the Staffing Sub Committee for the appointment of a new Town Clerk/RFO

**13. Outside Bodies**

Members to offer updates on their representational roles to external organisations

**14. Committee Minutes** - In accordance with para 3.1 of the Scheme of Delegation, to note the approved minutes of the **Planning Committee** on 25 October and 16 November, the **Amenities & Open Spaces Committee** on 1 September and the **Staffing Sub Committee** of 8 June, 10 September, 28 September and 9 November. These minutes have been approved by the committee and circulated to Members and are available to download from [www.marlborough-tc.gov.uk](http://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

**15. 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

**16. 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**