

Marlborough Town Council

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COUNCIL OFFICES
5 HIGH STREET
MARLBOROUGH
WILTSHIRE
SN8 1AA

15 July 2020

Dear Councillor,

I hereby summon you to a meeting of **Marlborough Town Council**, which will be held on **Monday, 20 July 2020 at 7.00pm** via Zoom.

Yours faithfully

A handwritten signature in black ink, appearing to read '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.

Any member of the public wishing to attend this virtual meeting will need to contact the Town Clerk at townclerk@marlborough-tc.gov.uk by midday on Monday, 20 July 2020 to arrange access.

There will be a virtual presentation to the Rev. Dr. Janneke Blokland ahead of the meeting to thank her for the huge contribution she has made to Marlborough as she leaves for a new role in Sussex

Public Question Time – In accordance with Standing Order 3 (f), members of the public may ask questions of the Amenities and Open Spaces Committee Planning Committee. 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 Full Town Council held on 29 June 2020
- 5. Safe Re-opening of the High Street**
To note the final design from Wiltshire Council for the widening of pavements in the High Street under the national Re-opening of the High Streets Safely scheme administered by Wiltshire Council and to consider promotional signage
- 6. Returning to the New Normal**
To note a report from the Town Clerk and consider any further recommendations to be considered following changes in government guidance around COVID-19
- 7. Co-option to the Town Council**
To note a report by the Town Clerk about confirmation from Wiltshire Council on co-option to a vacancy in the East Ward and the process to follow
- 8. Management Agreement**
To note a report by the Town Clerk and consider the adoption of a Management Agreement to transfer obligations for Marlborough Town Council as 'Managing Trustee' of the Jubilee Field to Marlborough Town Council so giving it the legal basis for expenditure
- 9. Outside Bodies**
Members to offer updates on their representational roles to external organisations
- 10. Committee Minutes** - In accordance with para 3.1 of the Scheme of Delegation, to note the approved minutes of the **Planning Committee** on 15 June 2020. These minutes have been approved by the committee and circulated to Members and are available to download from 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
- 11. 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
- 12. 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**
- 13. Exclusion of Press and Public**
RECOMMENDED: 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 item of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted
- 14. Town Hall Works**
To note a report by the Town Clerk about external works to the Town Hall and consider moving into the tendering process
- 15. Transfer of public open space Land to Marlborough Town Council**
To note a report by the Town Clerk about progress towards transfer of land to the Town Council and consider the long-term cost implications of its upkeep and maintenance