

Marlborough Town Council

Tel: 01672 512487
Fax No: 01672 512116
VAT No: 195 5986 93
Town Clerk: R Spencer-Williams, PSLCC
www.marlboughtowncouncil.gov.uk
E-mail: enquiries@marlboughtowncouncil.gov.uk



COUNCIL OFFICES
5 HIGH STREET
MARLBOROUGH
WILTSHIRE
SN8 1AA

31st August 2021

Dear Councillor,

I hereby summon you to a meeting of **Marlborough Town Council**, which will be held on **Monday, 6th September 2021** in the **Assembly Room, Town Hall at 7.00pm**.

Yours faithfully,

Richard Spencer-Williams

Mr Richard Spencer-Williams, PSLCC
Town Clerk

This meeting will be held in the Assembly Room at the Town Hall according to the latest Government Covid Safety Guidelines, and managed according to the Health and Safety at Work Act 1974 (2)e

There will be twenty places for members of the public to attend. If members of the public wish to attend they should notify the Town Clerk of this by noon on the Friday prior to the meeting. Places will be allocated on a first come first served basis. Organisations and interest groups are asked to send one delegate.

All those in attendance at the meeting will be required to wear a face mask when moving around the Town Hall, unless exempt, or when seated.

If members of the public wish to attend and ask a question they should also notify the Town Clerk of this by noon on the Friday prior to the meeting and provide their question in writing at the same time.

No members of the public will be allowed to attend if all the allocated seats are taken.

If members of the public wish to ask a question, but not attend, they can provide the question in writing to the Town Clerk by noon on the day of the meeting, and a written response will be provided.

a) Prayers.

b) 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 Chair. A full response may not be possible without further research and the Chair may direct that a written or oral response be given.

c) Crime and Disorder – a member of the Wiltshire Constabulary 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**
 - a) To receive any Declaration(s) of Interest under Marlborough Town Council's Code of Conduct issued in accordance with the Localism Act 2011
 - b) To consider any dispensation requests received by the Town Clerk
Members are reminded that they are obliged to notify the Monitoring Officer of a change to disclosable interests, or a new interest as defined in Appendices A and B of the Code of Conduct within 28 days of becoming aware of it. These should be passed on to the Town Clerk to register online.
- 3. Mayor's Announcements**
- 4. Minutes**

To approve and sign as a correct record the minutes of the Town Council meeting held on Monday, 19th July 2021.
- 5. Actions Update**

To note and consider the actions update
- 6. Request for a Clothes Bank at the Community and Youth Centre Car Park**

To consider the Request by Recycling Solutions on behalf of Wiltshire Air Ambulance for a Clothes Bank at the Community and Youth Centre Car Park
- 7. Further consideration of CATG requests**

Subsequent to the outcome of the Planning Committee held on the 31st August 2021, to further consider, if required, the CATG requests
- 8. To elect a Council representative for Stonebridge Management Committee and the Allotment Association**
- 9. Committee Minutes** - In accordance with para 3.1 of the Scheme of Delegation, to note the approved minutes of the following committee meetings: **Planning** – 5th July, 26th July, and 16th August 2021, **Property** – 6th April 2021, **Amenities and Open Spaces** – 21st June 2021.
- 10. 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
- 11. Exclusion of Press and Public**

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.
- 12. Microphone System for Council meetings**
- 13. 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.**

REPORTS

The **Mayor** clarified that the plan had been set out as clearly as possible but the Town Council had no control over what the Clinical Commissioning Group or Primary Care Trust did, or what landowners do. They would have to drive the project forward. A written response would be provided by the Town Clerk.

CRIME AND DISORDER

The **Mayor** welcomed **PC Ellie Porter** to the meeting. This was her first time attending and having moved to the Marlborough area from Trowbridge in April was not yet fully up to speed with the local situation. She answered questions as best she could, taking some away for a more detailed response. These included:

- No knowledge of any plans to increase policing in Marlborough to address increasing incidents of anti-social behaviour – incidents were dealt with on demand
- A request to repeat the recent patrols to ease congestion at Marlborough St Marys when schools returned in September
- That incidents were increasing in line with lockdown restrictions easing and were currently a bit less than normal. During lockdown, the types of incidents had changed – fewer burglaries but more domestic incidents. A request to provide a more detailed update via the Town Clerk was acknowledged.
- To find out whether there were plans to prevent parking on byways and historic roads, and to 'move on' those who were using them

Drugs and anti-social behaviour:

- Agreement that simply moving on young people (12-14 years bracket) just moved problems around and did not address why children so young were using drugs; whether there was any way to work together to prevent crime in future when their addiction becomes more expensive.
- Agencies the police already engage with whether more could be done to target low level drug dealers in order to cut off their suppliers.
- That County Lines gangs were not a daily issue for the town but there may be an element of linkage to local dealers
- whether there was an unwillingness to report incidents; whether there was a way to link the number of incidents to reported incidents.
- The Town Clerk was happy to discuss opportunities to obtain strategic engagement to bring the police into discussions to try to get a Local Youth Network going for co-ordination and communications between agencies.
- Whether an email to provide a more detailed overview and update could be provided via the Town Clerk

QUESTIONS TO AND FROM WILTSHIRE COUNCILLORS

Councillor Thomas had passed on questions asking for information about Wiltshire Council contracts with housing associations.

Councillor Sheppard had emailed the Cabinet Member responsible for Community Asset Transfers to ask about progressing discussions about the Youth Centre. Only a general reply had been forthcoming as the process was still being reviewed.

Questions included:

- Whether there was any way of finding out why sheltered accommodation and bungalows were standing empty in St Martins and not being re-let: residents were concerned that there may be plans to sell them, depleting social housing stock
- Whether the criteria to get on the Homes4Wiltshire list could be adjusted so that local people had a chance of getting on the list – perhaps flagging being a local family to add an additional criteria? Some households were unable to get on the list with existing criteria e.g., both being in work but on low wages, or being too old for a mortgage

132/21 APOLOGIES

Apologies for absence were received from **Councillors Allen** and **Davies**.

133/21 DECLARATIONS

There were no declarations of interest or requests for dispensation.

134/21 MAYOR'S ANNOUNCEMENTS

Wiltshire Council had issued a press release announcing that as national lockdown restrictions had now ended, it was removing all temporary social distancing schemes in towns throughout the county. The schemes would be removed in the coming weeks in Devizes, Marlborough, Malmesbury and Bradford on Avon, in that order, with work expected to begin in Devizes on 20 July. For Marlborough this would be for High Street: removal of pole cones and barriers, except those necessary to assist with business with additional seating capacity and Kingsbury Street: removal of pole cones.

John Jennings had received lots of positive feedback following the recent funfair at Marlborough Common. It had been very well attended and it was great to see it back. The Mayor was really looking forward to attending Marlborough Mop Fairs in October.

Schools would break up later in the week and the Mayor paid tribute to everyone involved across all schools and every member of staff who had made monumental efforts to get through lots of tests and deal with difficult circumstances. Students must be congratulated too for adapting so quickly in a difficult year.

135/21 MINUTES

RESOLVED: that the minutes of the meeting held 28 June 2021 were approved as a true record with one amendment and signed by the Town Mayor

136/21 MARLBOROUGH TOWN TWINNING

Councillors considered the opportunities for Marlborough town twinning, and the Council's role.

Councillor Fogg reminded Members that a Working Party had been set up to bring together ideas about creating twinning opportunities, but it had met only once (**Min. No. 104/19, Full Town Council 24 June 2019. "RESOLVED: that the minutes of the Working Party meeting of 14 May were noted and the Terms of Reference were adopted with no changes"**). He set out several opportunities and benefits and hoped that the work begun by the working party could be continued to identify potential opportunities.

RESOLVED: to create a small Twinning Working Party to propose, and examine existing, twinning links

Councillors Fogg, Ross, Loosmore and Farrell expressed interest in joining; the **Mayor** asked any other interested Councillors to make themselves known.

137/21

MARLBOROUGH AREA NEIGHBOURHOOD PLAN (MANP)

Councillors considered submission of the Plan to Wiltshire Council under Regulation 15.

The **Mayor** thanked all members of the Steering Group who had worked so hard over the past five years to create the plan.

To introduce the topic, **Councillor Hall** (Chairman, MANP Steering Group) explained that the purpose of the Plan was as a legal document to be used by Planners when considering planning applications. The needs of the community had been included within it. Some topics could not be included, such as a High Street scheme – these were primarily Highways issues and would need a separate Town Centre plan which could be something for the Town Council to consider creating in future. **Councillor Davies** had previously circulated a useful table that mapped community needs to policies within the Plan, and he was happy to include this. Councillors were asked to decide whether they believed the plan was now ready to be submitted to Wiltshire Council under Regulation 15 – the final stage for Wiltshire Council scrutiny and possible suggested changes prior to a final public consultation leading to a referendum.

Questions and comments included:

- Clarifying the definition of affordable homes and the mix of social and shared equity homes
- That nursery provision had not been included as it had not been identified as a need during public consultation
- Clarifying that the Kennet and Avon Medical Partnership currently needed to double its floor space and that a piece of land had been made available for a wellbeing hub. It would be for Wiltshire Council, the practice partners, and the Clinical Commissioning Group/ Primary care Trust to take this forward. This would be in addition to the existing George Lane site, not replacing it
- Clarifying that the proposed free car parking at The Common was primarily intended for workers/day visitors to use rather than shoppers
- Clarifying that for two sites the Steering Group had been able to negotiate with landowners to create 50% rather than the normal 40% to be affordable homes and this would be provided in partnership with social housing organisations, not as private sales
- Clarifying why the Elcot Lane site had been removed (feedback had shown this area to be already significantly developed and that any further development would have a detrimental impact on the immediate area)
- That without a neighbourhood plan in place there was little protection from speculative developments
- Debates on whether the stress on 2-3 bed affordable housing was still valid, and whether 1 bed accommodation should be included
- That Marlborough had limited areas left for development and great care should be taken in deciding how to use it
- Whether Policy 3 should be split between rental and purchase

- Whether multi-generational living should be considered
- Whether there was enough clarity about why developments for senior citizens were resisted in the plan
- Whether a preference for development for sheltered accommodation for the vulnerable such as that at York Place should be included or existing sites protected in some way
- Whether comments on traffic were out of date: whether more up to date data should be requested from Wiltshire Council, and whether to delay submission until it could be included.
- Whether it was too late to include a policy to protect existing social housing sites, and whether this was legally possible
- Whether the housing policy should be reviewed; whether the current and future housing needs should be updated and then resubmitted for Town Council review
- Whether Barton Dene was an appropriate location for a medical centre
- Whether anyone would use the proposed free parking at The Common and whether the Common should be protected green space
- Whether the vision referring to the future of the High Street took account of most recent government thinking and policies, e.g., pedestrianisation, cycling, café culture
- Whether the best way forward would be to adopt the plan now and review every 2 years, and at the first opportunity to incorporate some of the feedback received
- Whether to include an overview summary sheet as suggested by Cllr Davies

Councillor Sheppard stressed how important it was to have a neighbourhood plan in place to provide a level of protection and signal local intentions to planning bodies. He commended the Steering Group on their work.

During a suspension of Standing Orders **Mr Cunnane** asked whether the plan should be strengthened by including a timescale for the creation of a regeneration plan for the town centre.

RESOLVED: to submit the plan to Wiltshire Council as required under Regulation 15

Councillor Thomas proposed an amendment to submit the plan subject to Councillors' feedback being considered by the Steering Group before submission. However, this came too late as the vote had already been taken. **Councillor Cleasby** would have supported this amendment and not abstained with this clarification. The **Town Clerk** agreed to check Standing Orders to clarify the process for dealing with opposing proposals within a meeting.

The **Town Clerk** commented on the Neighbourhood Plan process and its relationship with the due processes of the Council, with Mildenhall and Savernake Parish Council having already provided comments and clarifications. These, together with the comments recorded at this meeting would all be considered at the Steering Group meeting to be held later in the week, and that the Steering Group could consider amendments to the plan that clarified or bolstered the existing policies of the submission plan, but fundamental changes to the plan at this point would undermine the Neighbourhood Plan process. *Six members of the public left the meeting*

138/21

COMMITTEE MINUTES

RESOLVED: that, in accordance with para. 3.1 of the Scheme of Delegation, the following approved minutes of committee meetings were noted: **Planning** held 14 June 2021; **Property** held 6 April 2021 and **Amenities and Open Spaces** held 26 April 2021

139/21

MEMBERS' QUESTION TIME

No questions had been submitted.

140/21

COMMON SEAL

Proposed by **Councillor Fogg** and seconded by **Councillor Ross** 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 8.38 pm

Signed:

Town Mayor

Date:

ITEM 5 Actions Update

Description	Assigned to	Source	Status	Start Date	Due Date	Notes
Twinning Working Party	Town Clerk	Full Council	Not Started	19/07/2021		
MANP Submission	Town Clerk	Full Council	In Progress	19/07/2021	20/08/2021	Target submission date currently 20/08/2021. Pending WC HRA report (or resolution of issue - MTC have opposing advice from Planning consultants and WC)
Public question / Mr May re: MANP	Town Clerk	Full Council	Complete	19/07/2021	23/07/2021	

ITEM 6 Request by Recycling Solutions on behalf of Wiltshire Air Ambulance for a Clothes Bank at the Community and Youth Centre car park

1. Recycling Solutions who work alongside the Wiltshire Air Ambulance are looking for some locations to place their clothing banks, which is a 'relaunched' fundraising initiative. They have requested a space at the Community and Youth Centre parking area if possible. The clothes banks are usually placed free of charge. The banks are 5 x 5 feet deep and come with all insurances and licenses required. They have also suggested if this is approved by the Council it is done on a three-month trial to check the bank works and we are happy with the arrangements.
2. Wiltshire Air Ambulance has been contacted to confirm the request is genuine and they have confirmed this is the case; they have a number of clothes banks distributed around Wiltshire and neighbouring counties facilitated by Recycling Solutions, whom they confirmed have approx. 79 clothes banks dotted around Wiltshire and in the last year they have raised just over £45,000 for them.
3. The car park is not fully used at all times, and the placing of a clothes bank would not necessarily impede on the centre or recreation ground users.
4. **Recommendation**
If the Council supports the idea in principle, it is recommended that a parking space on the immediate left end (as you enter the car park) is used, and that it is trialled for 3 months.
5. The Council is asked to instruct the Town Clerk accordingly.

ITEM 8 To elect a Council representative for Stonebridge Management Committee and the Allotment Association

There are two vacancies for Councillor representatives: one for Stonebridge Management Committee, and one for the Allotment Association. The Council is asked to elect volunteer Councillors for each position.

ITEM 9 Committee Minutes - In accordance with para 3.1 of the Scheme of Delegation, to note the approved minutes of the following committee meetings: **Planning** – 5th July, 26th July, and 16th August 2021, **Property** – 6th April 2021, **Amenities and Open Spaces** – 21st June 2021. These minutes have been approved by committees 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.

ITEM 10 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

ITEM 11 Exclusion of Press and Public

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.

ITEM 12 Microphone System for Council meetings Please refer to separate report