

**ROYAL WOOTTON BASSETT TOWN COUNCIL**

Minutes of a meeting of Royal Wootton Bassett Town Council held on Thursday 13<sup>th</sup> December 2018 at 7.30pm at Manor House, Lime Kiln, Royal Wootton Bassett.

PRESENT: Councillors: David Bowler, Steve Bucknell, Mike Farrow, Janet Georgiou, Paul Heaphy, Nic Hughes, Sue Hughes, Mike Leighfield, Caroline Redmond, Eve Silvester, Jenny Stratton, Marion Sweet, Steve Walls and Steve Watts.

Officers in Attendance: Johnathan Bourne, Town Clerk, Kalpesh Patel, Accountant, Michelle Temple, Administrative Services Manager, Josh Toll, Community Project Officer and Kelly Warren, Administrative Officer and Committee Clerk.

**54. APOLOGIES**

Apologies were received from Councillor Mary Champion and Wiltshire Councillor Chris Hurst.

**55. DECLARATIONS OF INTEREST**

To receive Declarations of Interest in accordance with sections 10 and 12 of Wiltshire Council's Members Code of Conduct, as adopted by Royal Wootton Bassett Town Council at a meeting held on Thursday 12<sup>th</sup> July 2012.

RESOLVED to note that no Declarations of Interest were received.

## **56. WRITTEN REPORTS**

Written reports were submitted by the following;

- James Gray MP
- Wiltshire Police

Councillor Nic Hughes gave an update to Members on a meeting of the Area Board which took place on Wednesday 21<sup>st</sup> November 2018. It was noted that the Area Board have £9,000 available for grants to be used by the end of the financial year.

## **57. CONFIRMATION OF MINUTES**

RESOLVED to confirm and sign minutes of a meeting of the Council held on Thursday 4<sup>th</sup> October 2018 [RWBTC/4/2018-2019]. Copy previously circulated.

## **58. MAYOR'S COMMUNICATIONS**

The Mayor has attended many events since the last Council meeting notably the Remembrance weekend, events at the Royal Wootton Bassett Academy and the Sacred Hearts Christmas Bazaar.

## **59. TO ANSWER ANY QUESTIONS**

There were no questions received either with or without notice received under Standing Orders.

## **60. PLANNING COMMITTEE**

RESOLVED to note the report on meetings of the Planning Committee held on Thursday 22<sup>nd</sup> November 2018 [P/5/2018-2019] copies previously circulated.

Councillor Steve Walls updated Members on the Marsh Farm planning appeal which he attended the week beginning 3<sup>rd</sup> December 2018. The

Planning Inspectorate had been on a site visit by Chris Wannell. The Neighbourhood Plan was raised and is hoped that those comments would be taken on board.

**61. AMENITIES COMMITTEE**

RESOLVED to note the report on meetings of the Amenities Committee held on Thursday 8<sup>th</sup> November 2018 [A/4/2018-2019], copy previously circulated.

**62. REVENUE AND RESOURCES COMMITTEE**

RESOLVED to note the report on meetings of the Revenue and Resources Committee held on Thursday 22<sup>nd</sup> November 2018 [R&R/4/2018-2019], copy previously circulated.

**63. CALENDAR OF MEETINGS**

The Council was asked to adopt the calendar of meetings for the 2019/2020 Civic year, copy previously circulated.

RESOLVED to adopt all dates with the exception of 5<sup>th</sup> September 2019 which was agreed to be changed to 12<sup>th</sup> September 2019.

Councillor Marion Sweet asked if the October 2019 half term dates could be taken into consideration when organising next year's Civic Service.

**64. SPARROW LANE**

Members received a report from Josh Toll, Community Project Officer, updating Members on the pocket park project at Sparrow Lane, copy previously circulated.

The following points were also raised;

- Ministry of Housing, Communities and Local Government offer a grant scheme for pocket parks of up to £15,000. The deadline for the grant application is 25/01/2019 which Josh Toll is working on

to submit.

- The cost to move the CCTV camera is £5,000.
- Possibility of a grant from the Area Board which will need to be looked into.

The Richards Partnership provided design drawings which were circulated at the meeting. Any comments to be raised via email to Josh Toll who will refer back to the working party.

## **65. CIVIC AWARDS**

At the Revenue and Resources meeting held on Thursday 22<sup>nd</sup> November 2018 it was resolved to make 2 nominations for Civic Awards and 1 nomination for the Inspirational Legacy Award. The 2 people nominated for Civic Awards have been approached and acceptances received. The family of the nominee for the Inspirational Legacy Award have also been approached and accepted.

RESOLVED to confirm the nominations and authorise the Town Clerk to make arrangements for a suitable presentation ceremony in Spring 2019.

## **66. ANNUAL ESTIMATES OF INCOME AND EXPENDITURE**

*Councillors were advised that the effect of Section 106 of the Local Government Finance Act 1982 is that if, when considering budgetary items, any Councillor is in arrears for more than two months with his/her Council Tax, he/she must declare that Section 106 of the Local Government and Finance Act 1982 applies and neither speak nor vote on the matter before Council. Failure to observe renders the Councillor liable for prosecution by the Director of Public Prosecutions.*

It is the responsibility of the Town Council to levy a precept on Wiltshire Council to cover its costs for the 2019-2020 financial year. Wiltshire Council is the charging authority and will collect this on behalf of the Town Council.

Although Standing Committees make budgetary bids and the Revenue and Resources assesses these in making its recommendations to Council, it is the Council alone that has the power to levy the precept. The Town Council can only levy its receipt once per year and this must

be submitted to Wiltshire Council no later than 25<sup>th</sup> January 2019.

At the meeting of Revenue and Resources Committee held on Thursday 22<sup>nd</sup> November 2018, it was recommended to levy a Precept of £974,025.00.

The proposed Annual Estimates of Income and Expenditure 2019/2020 Report for the setting of the Precept was previously circulated.

It was recommended that the Council formally set the Precept for 2019/2020 at £974,025.00. This would mean that the charge for a Band D property would be £204.81, which represents an increase of £5, or 2.5% increase from the previous financial year.

RESOLVED to set the precept at £974,025.00.

#### **67. COMMUNITY HUB UPDATE**

Members received an email update from John Thomson, Wiltshire Council with regards to the Community Hub. Copy previously circulated.

RESOLVED to respond to John Thomson noting the Town Council's disappointment, it wasn't what the Town Council had hoped for and wish every success with the project.

#### **68. COMMUNICATIONS**

The Council was asked whether it wishes to issue any press releases or other communications in respect of the committee agenda items.

RESOLVED to issue the following communications:-

- The Precept increase
- The availability of Grant Aid applications

#### **69. EXCLUSION OF THE PUBLIC AND PRESS**

The Committee was asked that members of the public and press be requested to leave the meeting to allow discussion of the establishment, property and finance matters as it is considered the publicity would be

prejudicial by reason of the confidential nature of the business to be transacted.