

MINUTES

At the Full Council Meeting held in the Council Chamber, the Civic Centre, St Stephen's Place, Trowbridge on Tuesday 20th March 2018 at 19.00hrs.

Present:

Councillors: Bateman-Gay, Bazan, Blackmore, Blakemore, Brice, Bryant, Cavill, Cooper, Drewett, Fuller, David Halik, Deb Halik (In the Chair), Kemp, King, Kirk, Palmen, Payne and Whiffen.

Officers: Mr L Allan and Mrs T Carpenter (Minutes)

Public & Press: 0 members of the public, 0 press

The Mayor reported the sad news that John Greenaway had passed away on Sunday 18th March 2018. The following was read out as a tribute to John and a Minute's silence was observed:

"John was a well known, loved and respected member of the local community, dedicating many years to voluntary service. Indeed, 40 years ago, together with his wife Glayne, he founded the Trowbridge Guild of Community Service, and John served as Chairman of the executive committee. John had also been a member of the Trowbridge Lions since 1979, including being a past District Governor, and had been awarded the Melvin Jones Fellowship for outstanding service. John was a lay preacher at the United Church for many years, and also enjoyed many years in the local Trad Club."

3112 **APOLOGIES**

RESOLVED to accept apologies received with reasons for absence from Councillors Beaver, and Oldrieve.

3113 **MINUTES OF PREVIOUS MEETING**

a) **RESOLVED** to approve as a correct record the Minutes of the Full Council meeting held on 16th January 2018

b) Street sleepers – Minute No 3105 Police Report – the Town Clerk reported that he had been in contact with Cllr Clewer of Wiltshire Council who has confirmed that contacting Streetlink is the best way to ensure the street sleepers are monitored and assisted. The Town Clerk confirmed he would enquire if the town council is permitted to display signs relating to Streetlink in town centre areas, with a view to informing the general public of action to take, and he will report back to council. The Landlords are the only people who can action removal of personal belongings left in entrances and doorways, they are aware but unfortunately to date none have taken any action. It was also noted that the town council can enquire through planning enforcement and write to the agents.

3114 **MINUTES OF COMMITTEES**

RESOLVED: That Council receives reports, minutes and recommendations of Committees, as follows:

a) **Direct Services Committee meeting held on 27th February 2018.**

Cllr King reported she had met with Wiltshire Council Cabinet Member, Cllr Wayman to discuss further the report she had submitted on Waterways. Cllr Wayman has agreed to take it up with the Environment Agency and to contact businesses regarding their responsibilities. Cllr King also contacted Wiltshire Wildlife and they will meet and look at what vegetation should be removed, and it is anticipated that they will provide a boat to clear it.

b) **Town Development Committee meetings held on 23rd January 2018, 13th February 2018 and 13th March 2018.**

There were no questions to Councillor Whiffen, Chair of the committee.

c) **Policy & Resources Committee meeting held on 6th March 2018**

There were no questions to Councillor Fuller, Chair of the committee.

Initials.....dated.....

3115 **DECLARATIONS OF INTEREST**

- a) There were no declarations of interest, excepting those already included on the Register.
- b) There were no Dispensation Requests received by the Town Clerk.

3116 **COMMUNICATIONS BY THE MAYOR**

- a) The Mayor's Engagement list was noted. The Mayor thanked the Deputy Mayor for standing in, noting that he was unable to attend the Elblag AGM as per the list circulated.
- b) All to note that the Civic Dinner is on Saturday 24th March, the Mayor thanked those councillors attending for their support.

c) RAF Centenary – the Mayor had met with members of the RAFA and RBL and drafted a ceremony to take place at the War Memorial at 4pm on 1st April. It was confirmed that the members of the White Ensign are also invited to attend and Cllr Payne agreed to report this at their meeting tomorrow. Once finalised, details will be sent out. All are welcome to attend. It was proposed and

RESOLVED to formally mark the RAF Centenary on Sunday 1st April 2018 at 4pm with a ceremony at the War Memorial and erection of an official plaque at the Spitfire Retail Park to be funded from the underspend on the Mayor's Budget.

d) Members considered the Mayor's proposal that the town council adopts a Community Covenant partnership between the Town and the Royal Artillery, who have been awarded the Freedom of the Town. It was noted that such a covenant comes with obligations which can be quite demanding, however it was felt that getting together on sporting and other events would foster a sense of engagement between the military and the town. A vote took place and it was

RESOLVED to take forward the drafting of a covenant, to be brought back to the council for approval at a later date.

The Town Clerk updated on plans for the 2018 Wiltshire Armed Forces & Veterans Day to include Wiltshire Council and the town council's arrangements, following a bid which was submitted by Wiltshire Council for a National Day to take place in Trowbridge, which had failed. A further bid has been submitted by Wiltshire Council to hold this National Day in Salisbury in 2019. A proposal is to be put to cabinet on Friday/Monday which will bid for a multi venue event across Wiltshire to include an event in Trowbridge and in Salisbury, and other activities relating to serving personnel. The main event will be Salisbury on Armed Forces Day, with the Wiltshire AFVC committee deciding on which day they would wish to hold the Trowbridge event.

Cllr Whiffen, the town council representative on the Wiltshire Armed Forces & Veterans committee reported that the committee were adamant they wanted it held in Trowbridge, and that Wiltshire Council would consider offering free parking, however the committee would also need to ensure that the volunteers available in 2018 are also available in 2019. Cllr Whiffen felt it might be advantageous to have a different day than Salisbury. The Town Clerk confirmed it would be some months following the submission of the bid before conformation would be received on where the national event is to be held in 2019.

3117 **OPEN FORUM**

There were no members of the public present.

3118 **POLICE MATTERS**

Apologies were noted from Inspector Andy Fee, whose report had been previously circulated with the Agenda, and newly appointed PS James Williams who is the new Deputy for CPT.

Initials.....dated.....

The following issues were raised:

Cllr Payne expressed his concerns that the 101 system is still failing, taking too long to be answered and the public appear to be giving up using 101.

Cllr Cooper arrived at 19.40hrs.

RESOLVED that the Town Clerk writes to Inspector Fee in respect of the poor response of the 101 telephone system, with a copy to be sent to the Police Crime Commissioner.

3119 REPRESENTATIVES ON OTHER BODIES

a) Councillor Payne expressed an interest in becoming the town council representative on the Dr C S Kingston Trust Fund Charity. There being no other nominations it was **RESOLVED to appoint Councillor Payne as a Trustee of the Dr. C. S. Kingston Fund Charity to serve until May 2022.**

b) The Mayor invited councillors to report on their respective organisations.

Transforming Trowbridge – Councillor Kirk reported that they had agreed the group would be put in a dormant state until such time as they recruit more people on board.

Town Centre working group – approaching the remaining larger empty shop spaces, primarily Boots. Since the meeting it is noted that a Soft Play Centre is proposed in Silver Street in the former QS stores unit. Minutes will be issued following the successful brainstorming meeting. Cllr King expressed an interest in joining the group.

c) The Mayor reported on Wiltshire Mind, her Mayoral charity, noting the following charity fund raising events planned:-

4th March - Sponsored Walk – cancelled re admin problem

21st March Golf Day – postponed to 12th April

24th March – Mayor’s Civic Dinner and Auction

5th May - Healthy Fun Day in Trowbridge Park

Race Nights - Old Bear at Staverton

3120 PUBLIC PARKING ARRANGEMENTS

Cllr Kirk had met with Wiltshire Council’s cabinet member, Cllr Whitehead, and discussed the fact that Trowbridge Chamber of Commerce had offered to manage the car parks at a reduced rate to the workers in the town. Cllr Kirk felt there is an opportunity for negotiation. He also reported that there is possibly further negotiation available on the free parking days as the Deputy Town Clerk at Devizes Town Council had successfully managed to get their Christmas Light Switch on event date re-instated.

Councillor Kirk expressed an interest in becoming the liaison with the cabinet member for Highways. There being no other nominations it was therefore

RESOLVED that the council appoints Cllr Kirk to liaise with the cabinet member for Highways regarding public parking arrangements.

3121 TROWBRIDGE TOWN COUNCIL GRANT OF ARMS

It was proposed that the Grant of Arms would be more appropriately located in the Council Chamber. A vote took place and it was

RESOLVED to locate the Trowbridge Town Council Grant of Arms (bestowed on Trowbridge Urban District Council on 5th December 1951) in the Council Chamber on the north wall next to the Magna Carta celebration document.

3122 TROWBRIDGE MUSEUM LEASE & LICENCES

RESOLVED to approve the signing and sealing of the Trowbridge Museum’s new lease and licenses.

Initials.....dated.....

3123 EXCLUSION OF PUBLIC AND PRESS

RESOLVED That; in accordance with the Public Bodies (Admission to Meetings) Act 1960, it would be prejudicial to the public interest by reason of the confidential nature of the business about to be transacted; and therefore the meeting do resolve that the public and press be temporarily excluded and be instructed to withdraw.

3124 PERSONNEL

The council discussed the Town Clerk's report regarding personnel matters and it was:

RESOLVED to arrange an extraordinary meeting of the Policy & Resources Committee on Tuesday 27th March to discuss the matter further.

The meeting closed at 20.40hrs.

Signed Date

FULL COUNCIL MEETING 20th MARCH 2018

ACTION LIST

ACTION	BY WHOM	DATE COMPLETED
<p>STREET SLEEPERS – enquire if the town council can supply signs in town centre areas, and report back to council. Enquire through planning enforcement and write to the agents.</p>	LA	
<p>COMMUNICATIONS BY THE MAYOR It was confirmed that the members of the White Ensign are also invited to attend and Cllr Payne agreed to report this at their meeting tomorrow.</p> <p>Once finalised, details will be sent out. All are welcome to attend</p> <p>RESOLVED to formally mark the RAF Centenary on Sunday 1st April 2018 at 4pm with a ceremony at the War Memorial.</p> <p>Erect an official plaque at the Spitfire Retail Park to be funded from the underspend on the Mayor's Budget.</p>	<p>GP</p> <p>Mayor/All to note</p> <p>LA/Mayor</p> <p>LA/Mayor</p>	
<p>RESOLVED that the Town Clerk writes to Inspector Fee in respect of the poor response of the 101 telephone system, with a copy to be sent to the Police Crime Commissioner.</p>	LA	
<p>REPRESENTATIVES ON OTHER BODIES RESOLVED to appoint Councillor Payne as a Trustee of the Dr. C. S. Kingston Fund Charity to serve until May 2022.</p>	Council Secretary to advise the charity and update Reps on other Bodies list	27 th March 2018
<p>PUBLIC PARKING ARRANGEMENTS RESOLVED that the council appoints Cllr Kirk to liaise with the cabinet member for Highways regarding public parking arrangements.</p>	LA	
<p>TROWBRIDGE TOWN COUNCIL GRANT OF ARMS RESOLVED to locate the Trowbridge Town Council Grant of Arms in the Council Chamber.</p>	LA	
<p>TROWBRIDGE MUSEUM LEASE & LICENCES RESOLVED to approve the signing and sealing of the Trowbridge Museum's new lease and licenses.</p>	LA	