

WESTBURY TOWN COUNCIL

AT THE MEETING OF THE TOWN COUNCIL HELD AT THE LAVERTON, BRATTON ROAD, WESTBURY ON MONDAY, 6th November 2017 at 7.00 PM

PRESENT: Cllr G King (Chairman)
Cllrs, I Cunningham, D Tout, W Jones, J Russ, M Sutton, M Kettleby, N Pyne, S Hendry, S Kimmins, B Pyne, R Hawker, F Morland,

Mrs Deborah Urch, Town Clerk and Mrs Sarah Barker

Also in attendance: Cllr D Jenkins

T.3819 PUBLIC FORM: 11 members of the public

- Dr Biggs – Laverton, planting, Christmas Lights, Play Areas, HUB, Business Plan, Congratulations to Westbury Festival
- Nadia Evans – Hills Incerator

T.3820 ACCEPTANCE OF APOLOGIES AND REASONS FOR ABSENCE:

Cllr C Charlton	-	Business
Cllr A Katonivualiku	-	Personal

T.3821 DISPENSATIONS:
None

T.3822 DECLARATIONS OF INTEREST:
None

**T.3823 MINUTES: From the meeting held on the 4th September 2017
DEFERRED**

Cllr Morland left the meeting at 19.27pm

T.3824 POLICE REPORT – PC Charlotte Chiltern

With the countdown to Christmas fast approaching, we will see millions of people going online to buy presents for their friends and family. What many do not realise, is the hidden threat that we now face from criminals online. Internet shoppers are being targeted with scams, which on the surface promise to save them time and money but in reality, only deliver festive heartache and misery.

To make life as difficult as possible for the cyber fraudsters, we have put together the top tips for a safe and happy festive season online :

1. SHOP, SHOP, SHOP -

- If something seems too much of a bargain, it's probably poor quality or doesn't even exist.
- Always check payment pages are secure, and log out when you've finished shopping online.

- If possible use online retailers / brands that you are aware of and trust. For major brands always go to the official website to find a list of authorised sellers.

2. AUCTION BARGAIN ... OR NOT?

- When making a purchase from an auction website, use insured payment methods like PayPal and never do a bank transfer to people you don't know.
- Do all you can to check the seller or buyers are authentic. And look out for fake goods: they're illegal and cost livelihoods and can be dangerous.

3. JUST THE TICKET –

- Only look at tickets from a reputable website that is secure (showing padlock) and before buying, do an internet search for reviews.
- Avoid entering your bank or credit card details on public or shared computers.
- Never pay for the tickets by way of money transfer.

4. COME FLY AWAY...

- Whether you're planning a break at Christmas or next year, make sure the holiday or flight is genuine by researching it thoroughly, and check travel agents for an ABTA/ATOL number.
- Always pay with a credit card; if they don't accept, don't buy from them.
- Research the internet and consider the reviews of the company / person you wish to use before booking your trip.

5. CHRISTMAS E-CARDS

- If you receive an anonymous e-card, better to play it safe and delete the e-mail. Many are genuine, however cyber-criminals have been known to create their own version which may contain a virus that will embed itself into your computer.
- Use a reputable anti-virus product on your electronic advice.
- If you believe that your electronic device has been infected, switch it off and disconnect from the internet to prevent further information being stolen.

6. WHO'S ASKING? –

Scam emails, calls, texts and posts are getting cleverer and you're bound to get some over Christmas. Think twice before you get talked into anything, however busy you are.

7. YOUR PASSWORD IS YOURS. KEEP IT THAT WAY! –

Passwords that are easy to guess, that you use for more than one account or that you share

Wi-Fi is vital for your privacy. At home, check your router security settings. Out and about, never use free Wi-Fi hotspots when what you're doing is private.

8. GREAT OFFER, OR SUBSCRIPTION TRAP? –

Don't sign up for 'free' or 'low-cost' trial goods without thoroughly reading the small print. You could be signing up for massive direct debits.

9. MOBILE PAYMENTS

- Do not save passwords or personal / financial information onto your mobile device unless it is absolutely necessary. Make sure the phone is password protected.
- If stolen, most mobile devices have the software to wipe all data from their memory remotely – learn how this works.
- Do not leave your Bluetooth switched on.

10. DATING / ROMANCE FRAUD

Many singletons will be making a New Year resolution to find their ideal partner, and signing up to an online dating website. This can be a great way to find true love, but you also need to be on the lookout for fraudster trying to win your affection.

- Guard your privacy when chatting online and be selective with the information you provide about yourself.
- Never send money or give credit card or online account details to anyone you do not know and trust.
- Trust your instincts, if something feels wrong take steps to protect yourself.
- Recommend dating locations are in public and a friend is told where you will be.

CRIME EXCEPTIONS

These figures are based on an evaluation of data, over a two year rolling period. Using this data we can predict what figure is the average that should be reported in a specific month, and what are the higher and lower parameters that we may expect. Figures outside of these parameters are classed as 'Crime Exceptions'.

Westbury Town

For the month of October shows 106 reported incidents, compared to 146 reported incidents during the same time period last year, in the Westbury Town area.

October saw 4 reports of Dwelling Burglary, to a residential property. Two of these incidents, entry was gained by smashing a window at the rear of the property, and two of the incidents were due to insecurities. All four incidents are still being investigated.

There were no reports of Non Dwelling Burglary during the month.

October saw a number of reports of Theft from Motor Vehicles. The most common type of vehicle that has been targeted is work vans, and tools are being stolen from within.

We appreciate that it is not always possible to remove vast numbers of tools from within a work vehicle, however where this is possible, it is recommended.

You are able to register valuable items free of charge at www.immobilise.com, a property register that helps police identify your property and catch criminals.

Consider registering expensive items with a forensic marking company such as SmartWater – www.smartwater.com.

Westbury Villages

For the month of October shows 26 reported incidents, compared to 31 reported incidents during the same time period last year, in the Westbury Rural area.

October saw 1 report of Dwelling Burglary, to a residential property. A blunt instrument has been used in order to try and obtain entry to a PVC window and door. No entry was gained to the property, and nothing was stolen.

There were no reports of Non Dwelling Burglary during the month.

For a detailed breakdown of the crime in your area visit...

<https://www.police.uk/wiltshire/>

Sector Inspector – Inspector Andy Fee – andy.fee@wiltshire.pnn.police.uk

Sector Deputy – Sergeant Gill Hughes – gill.hughes@wiltshire.pnn.police.uk

Community Coordinator – Pc Charly Chilton : charlotte.chilton@wiltshire.pnn.police.uk

T. 3825 WILTSHIRE COUNCILLORS' REPORTS. Members wishing to ask questions of Wiltshire Councillors are requested to give prior notice to Wiltshire Cllrs R Hawker, D Jenkins and G King, or to the Clerk for onward transmission.

Cllr D Jenkins – Reported that Wiltshire Councils new housing allocation plan document has now been published

Questions we could ask could be:-

- What the incenerator actually does?
- What the dangers could be?
- What plans have been put in place for extra capacity? ie traffic, lorries etc
- What modifications have there been, if any?

Cllr G King – Reported that Tarmac are ready to submit plans for redevelopment of the existing factory. After the redevelopment the factory will manufacture long section concrete blocks to be used for HS2 track base. This could create up to 89 new jobs.

Wiltshire Council is transforming its Adult Social Care.

T.3826 MINUTES of COMMITTEES. To receive and consider Minutes and recommendations of the following Committees: -

Highways, Planning & Development Committee	18/09/17
Highways, Planning & Development Committee	27/09/17
Highways, Planning & Development Committee	16/10/17
Policy & Resources Committee	02/10/17
Policy & Resources Committee	16/10/17

T.3827 MATTERS ARISING FROM THESE MINUTES (if any). Note: no new decisions can be taken.

RESOLVED: To APPROVE the above recommendation

**T.3828 RECOMMENDATION received from P&R Committee dated 02.10.17
Town Council to note the following recommendation from the Grants
Scrutiny Working Group**

Community and School Grants

Town Council to note the following amendment to the total of community and school grants previously recommended by the Grants Scrutiny Working Group, originally totalling £9,708.74. However, the total amount was shown incorrectly and should have read £10,208.74. The grant of £500 for West Wilts Youth Sailing Association, although agreed individually, was not included in the overall amount agreed. (P&R Minute R.1736 refers).

To Note only

**T.3829 RECOMMENDATION received from Cllr Sutton dated 30.10.17
Town Council to recommend additional capital budget to allow Laverton
Build update to go ahead**

Proposal

The LIMTWG request additional capital budget to allow the extension and fit out to be completed.

Background

The Town Council resolved to apply for a Public Loan for £130,000 based on the feasibility report from Carter Jonas (revised March 2017). This was granted by the Secretary of State in September 2017. The Council also holds £11,828 in EMR for Laverton Improvements. This brings the available funds to £141,828

The estimated charges in the March 17 feasibility report were as follows:

• Building £83,375	£83,375
• Structural Engineer £6375	}
• Technical £8750	
• Contract Admin £5750	
• Building Regs £1600	
• H&S (CDM) £750	
• Mechanical & Engineering £3150	
• IT £7500	
• Fit out (furniture) £2500	
• Contingency £8500	

Total £128250

The tender process for building contractors was completed on the 11.10.17
Company 1 £146,185.56
Company 2 £211,701.48

Company 3 £214,113.00

Carter Jonas is in discussion with Company 1, by removing contingency the costs are £138,685.56

To date the Town Council has spent £15,525 on surveys, contract admin and building regulations.

The building costs are considerably higher than estimated despite soft market testing.

To complete the work at the Laverton a further £41,750 from the rolling capital budget.

Recommendation

Town Council agrees the additional funding of £41,750 from the rolling capital fund to complete this important work.

RESOLVED: To APPROVE the above recommendation

T.3830

**RECOMMENDATION received from P&R Committee dates 16.10.17
Town Council to note the following recommendation from the Great War Working Group**

Purpose

P&R Committee approved the following commemorative events arranged by The Great War Working Group for 2018 and agreed associated budget bid.

Background

The Great War Working Group was set up with the sole purpose of commemorating selected events during the 2014 to 2018 commemorative period of World War 1 (1914 – 1918). The group has arranged several events so far, most of which have been well attended by a very broad age range and all have received positive feedback.

The group is proposing to arrange a torchlight parade in conjunction with the national beacon lighting on 11th Nov 2018 (details yet to be agreed) and is requesting £2,500 made available to the group in 2018/19 to facilitate this. The group is also considering a talk/information event to look at the closing stages of WW1; this will be a low-cost event (again details yet to be agreed) and will be funded from the £2,500 above, if agreed.

Recommendation

Town Council to note P&R Committees approval of a budget bid for £2,500 in the 2018/19 budget for the Great War Working Group to hold events to commemorate the end of World War 1. (R.1748 refers).

RESOLVED: To APPROVE the above recommendation

**T.3831 RECOMMENDATION received from P&R Committee dated 16.10.17
Town Council to note the following recommendation from the Business
Plan Working Group**

Proposal

The Business Plan Working Group sought approval from P&R Committee to redirect the £4500 in Earmark Reserve for the printing of a glossy magazine to the costs to appoint Local Community Solutions Ltd (LCS) to support the Town Council to develop its Business Plan.

Background

The Business Plan Working Group has reconvened and would like to accelerate the development of a Strategic Plan and Mid-Term Financial Plan (MTFP) by engaging Local Community Solutions Ltd (LCS). LCS will help the Council develop its business plan and provide the Council with the tool kit to manage strategy and MTFP in the long term.

The strategy will set the Town Council direction for the coming five years. The vision and priorities, public engagement and resource requirements. The strategy will be embedded in everything the Council does. This will be supported by the MTFP that will detail the level of spend required by the Town Council to run its existing business and new services transferring from the Unitary Authority.

Recommendation

Town Council to note the P&R Committee's approval the use of EMR 380 (£4,500) to appoint LCS to develop a Business Plan. (R.1749 refers).

RESOLVED: To APPROVE the above recommendation

**T.3832 RECOMMENDATION received from P&R Committee dated 16.10.17
Town Council to note the following recommendation from the Events
Working Group**

Purpose

The Events Working Group sought authority from the P&R Committee to spend the previously agreed budget for Christmas in Westbury and Christmas Lights as detailed below.

Background

After the new councillor training session during the summer there was a question about how the Events working group has historically operated in relation to delegated powers and spending the agreed budget for Christmas Lighting and Events.

Purpose

The Events Working Group sought authority from the P&R Committee to spend the previously agreed budget for Christmas in Westbury and Christmas Lights as detailed below.

RESOLVED: To APPROVE the above recommendation

**T.3833 RECOMMENDATION received from P&R Committee dated 16.10.17
Town Council to note the following recommendation from the Events
Working Group**

Purpose

The Events Working Group requested the P&R Committee agree a budget bid to increase the budget for bi-annual summer event.

Background

The budget for providing the bi annual summer event has not increased for a number of years and during this time costs have been rising, particularly infrastructure costs. The event has relied heavily in the past on free manpower provided by staff and councillors which is not sustainable long-term and hire costs for the stage and generator (if required) in particular have also seen large increases. The current projected cost of the event in 2018 is £20,550.

Recommendation

Town Council to note P&R Committees approval of a budget bid for The Events Working Group to increase the Summer Events budget by £2,550 in 2018/19 and by £1,250 each year in subsequent years. (R.1751 refers).

RESOLVED: To APPROVE the above recommendation

**T.3834 RECOMMENDATION received from P&R Committee dated 16.10.17
Town Council to note the following additional budget bids agreed by the
P&R Committee**

- a) Westbury Leigh Car Park – The Car Park order is approximately £3,000 but this should be increased to £5,000 to cover extra costs as incurred for example business rates and utility charges.
- b) Business Plan Working Group – requests £1,250 to complete work with LCS to produce and print a Business Plan for circulation (this is in additional to agenda item 13 above)

RESOLVED: To APPROVE the above recommendation

**T.3835 RECOMMENDATION received from Highways, Planning & Development
Committee dated 16.10.17
Town Council to note the following additional budget bids agreed by the
HP&D Committee**

- a) CATG Issue 5608; extension of footpath to new bus stop at The Ham notice of motion
The Committee discussed suggested contributions from relevant parties and concluded the following amendment:
 - Westbury Town Council to contribute £2,500

- The Clerk to contact the Clerk at Heywood and Hawkeridge Parish Council and seek a contribution to match Westbury Town Council of £2,500.
- Should Heywood and Hawkeridge Parish Council decline, Westbury Town Council will withdraw their contribution

b) BUDGET BIDS – Received from the Town Improvement Group
Highways, Planning and Development Committee have no objections to the following budget bids.

- £2,000 towards information boards at The Mead lake area. This would provide useful information on Westbury for members of the public visiting the area.
- £750 towards heritage open days in Westbury in September 2018. This event takes places each September and allows members of the public access to interesting historical properties that are either not usually open or would normally charge an entrance fee.

RESOLVED: To APPROVE the above recommendations

**T.3836 RECOMMENDATION received from Town Clerk dated 11.10.17
Town Council to review current licencing arrangements for Omega
Accounting package**

Purpose

To consider increasing the current Omega Accounting package from single user to multiuser.

Background

The Town Council has historically operated with a single user licence for Omega which only allows one member of staff to log in at any one time. This has been shared by the Town Clerk and Admin Officer and monthly accounting visits from DCK Accounting. With new staff needing to access Omega (via their own log in for security purposes) we are no longer able to continue with a single user account. The annual cost (2018 costs) of our current single user licence is £369 + VAT; the annual cost of a Multi User will be £509 + VAT. This will be an increase of £140 annually and would be paid by direct debit. Existing arrangements for a single user licence for Laverton bookings will remain the same.

Recommendation

Town Council to approve the increase to an Omega Multi User licence at an annual cost of £509 + Vat (as detailed above) and payable by direct debit.

RESOLVED: To APPROVE the above recommendation

**T.3837 RECOMMENDATION received from Delegation of Services dated
30.10.17
Town Council to approve budget bid of £500 for maintenance of new
Bus Stop on Bitham Park (see attached)**

From Phil Tilley, Development Control Engineer, Sustainable Transport,
Wiltshire Council

“You may be aware that Wiltshire Council has under-funded budget provision for the repair and maintenance of bus shelters in the county, and has arranged for maintenance to be devolved to many town and parish councils. I understand that Westbury TC maintains some such shelters in its patch.

There is an opportunity for a new shelter to be provided at the Barratt’s Bitham Park site shortly to commence development to the north of the town, and the time is approaching when a decision on provision needs to be made.

Could you please confirm whether or not your council would wish to have the shelter provided and to maintain them, or would opt for the potential that no shelter be provided.

For information, the attached pdf shows the location of the approved bus stop where a shelter might be provided”.

RESOLVED: To AMEND the above recommendation to the following:- To go back to Wiltshire Council and ask for funding for a bus stop and on-going maintenance (\$106) from the Developer. If Wiltshire Council do not agree to come back to the next Town Council and re-consider

T.3838

**RECOMMENDATION received from Cllr M Sutton dated 18.10.17
Provision of health care in Westbury**

Purpose

Westbury Town Council to enter into a discussion with the CCG to discuss concerns over the provision of health care in the town. This discussion to be an invite to Town Council or a meeting of interested members.

Background

There has been increasing concern within the town about the level of health care within the town and the distance that some of the public have to travel to access certain treatments. Whilst the skill and dedication of the local staff in the White Horse Health Centre is appreciated by all there is concern amongst councillors and the local electorate that the health facilities are not keeping up with the development of the town.

It is with regret that the town lost its hospital that had been supported and sustained by the townsfolk and there is no intention to re-open that debate.

However, it is noted that having shut the local hospital here the CCG have now stated that health provision in West Wiltshire is insufficient and they intend to build two new sites neither of which will be in Westbury.

As one of the fastest growing towns in West Wiltshire the Town Council would like to understand what they are thinking and strategy behind the CCG’s proposals.

Recommendation

Town Council to invite the CCG to a meeting either public or private depending on the wishes of Town Council

RECOMMENDATION: Area Board to set up a Public Meeting with Health Representatives from NHS England

RESOLVED: To APPROVE the above recommendation – Westbury Town Council to learn from the meeting of the Area Board before arranging a separate meeting of our own

T.3839

NOTIFICATION OF AWARD OF TENDER

Town Council to note the award of the Play Area and Skate Park Maintenance Tender (3 year contract)

Three companies showed interest in tendering for Play Areas and Skatepark Maintenance contract. At the time of tender, only one company submitted tender documentation

Company 1 (IdVerde) - £21,331.90 per annum (NB – this figure includes Penleigh Skate Park for which we are already paying £503.79 per month x 12 = £6045.48) This equates to £15,266.42 extra or £1,526 per play area per annum

Company 2 – £0

Company 3 - £0

We recommend Town Council appoint Company 1 to carry out the maintenance of the 10 play areas in Westbury

To Note only

T.3840

NOTIFICATION OF APPOINTMENT – NEIGHBOURHOOD PLANNING

Town Council to note the appointment of Tetlow King and LB Planning to provide specialist support to Westbury Town Council to develop and deliver a neighbourhood plan (P.4571 refers). Original Notice of Motion (T.3486) attached for information only.

To Note only

T.3841

**RECOMMENDATION received from Town Clerk dated 30.10.17
Laverton Lift repair**

Purpose

Town Council to consider the attached costs for repair of the lift which is currently unusable

Background

The lift requires a new drive belt and press button, the approximate cost is £1225 including labour and VAT. The repair quote is from Triangle Lifts who also provide our lift maintenance contract

Recommendation

Town Council to approve repair to the lift which is currently unusable

RESOLVED: To APPROVE the above recommendation

T.3842 ELECTRIC SUPPLIER – PUBLIC TOILETS
Town Council to note the appointment of supplier 3 on a one year contract as electricity provider for the public toilets in the High Street and Warminster Road Car Parks and approve payment by direct debit (estimated cost comparison below – 1 year/3500 units pa)

Supplier 1	£778.63
Supplier 2	£591.68
Supplier 3	£463.78

RESOLVED: To APPROVE the above recommendation – Supplier 3

T.3843 ANNUAL RETURN FOR THE FINANCIAL YEAR ENDED 31st MARCH 2017 AND NOTICE OF CONCLUSION OF THE AUDIT
To formally note the Annual Return for 2016-17, the External Auditor's Report and Notice of Conclusion of the Audit (See attached).

To Note only

T.3844 APPOINTMENT TO COMMITTEES and WORKING GROUPS
Town Council to note the following member appointments to committees and working groups:

Cllr S Kimmins	HP&D
Cllr W Jones	Great War Working Group
Cllr S Kimmims	Great War Working Group
Cllr S Hendry	Great War Working Group
Cllr A Katonivualiku	Great War Working Group

To Note only

T.3845 GRANT AWARDS 2017/18 - Thank you letters from Grant Award recipients
Town Council to note the following groups have written to the town council to express their thanks for their recent grant award:

1. Art, Craft & Natter Group
2. Blazebright Parent, Toddler & Baby Group
3. Wessex MS Therapy Centre
4. Splitz Support Service
5. Westbury Town Womens Guild
6. West Wiltshire/Eiblag Twinning Association
7. Carer Support Wiltshire
8. Splash Wiltshire

To Note only

T.3846 CLERK'S CORRESPONDENCE/MATTERS:
a) Annual Town Council Meeting 2018 - Current meeting date if 7th May 2018 however this is a bank holiday. Town Council to decide whether to move the Annual Town Council meeting to Tuesday 8th May or Monday 14th May 2018

- b) Laverton Facilities vacancy – will be advertised in January 2018 – To note only
- c) Thank you letter from The High Sheriff of Wiltshire

- a) **AGREED – Annual Town Council meeting to be held on Monday 14th May**
- b) **& c) To Note only**

T.3847 THE LAVERTON INSTITUTE TRUST MANAGEMENT WORKING GROUP.
Report by Cllr M Sutton

- Tenders have been received from three contractors regarding the rear extension with two well in excess of the allocated budget but discussions are in progress with the other with a view to seeing if a reduction can be achieved. The work is unlikely to start to before the New Year.
- The trial of the solar lamps was deemed to be very positive and at the Town Council will be asked approve the buying of a complete set.
- The defibrillator has been installed and training completed.
- The lift has been inspected and a fault has been identified. The part will be ordered and fitted to make the lift useable again. The hirers contract will be re-worded to hold users liable in the future.
- The new bulbs have now all been fitted in the chandelier and the lighting is much better.
- Projected income for 2017 is still expected to exceed 2016.

T.3848 COMMUNICATIONS BY THE TOWN MAYOR. To receive such communications as the Town Mayor may wish to lay before the Council

- Mayor passed on positive comments and thanked everyone involved in the Civic Service for their support on the day

T.3849 ACCOUNTS:

Payment of Accounts. On report by the Clerk and Responsible Financial Officer, it was **RESOLVED** to approve the List of Payments made since the last meeting, or to be made, and to confirm the action of the Clerk, the Mayor and one other member in signing the necessary orders for payment and Bank Transfers as follows:

Schedule 516 – September 2017 - £50,494.94

RESOLVED: To APPROVE the above recommendation

T.3850 RECOMMENDATION received from LITMWG dated 24.10.17
Additional task lighting for the Laverton Main Hall

Purpose

Town Council to approve purchase of additional task lighting for the Laverton Main Hall

Background

Lighting in the Laverton main hall has been poor and although improved by the recent purchase of more powerful light bulbs, light, particularly during

committee meetings, is not ideal. A full upgrade of all lighting was recently discounted on the grounds of cost. An individual, solar powered desk light was recently trailed and proved to be quite successful. The LITMWG would like to purchase more of these for use during committee meetings and to be made available to clients who hire the main hall.

Recommendation

Town Council to approve the purchase of 20 individual solar powered desk/task lights at a cost of £15 each – total cost £300.

RESOLVED: To APPROVE the above recommendation

T.3851

**RECOMMENDATION received from Cllr M Sutton dated 24.10.17
Town Council to convene a public meeting regarding the proposed
Waste Incinerator at Northacre Retail Park**

Proposal

Town Council to convene a public meeting regarding the proposed Waste Incinerator at Northacre Retail Park so that the public can discuss and report their concerns and that to request on behalf of the town residents and others that a Health Risk Assessment be carried out and published prior to the commencement of operations.

Background

Outline permission has been granted for the Waste Incinerator to be built and as the views of residents were not acted upon previously then there is little to be gained from challenging that decision.

However the requirement for a Health Risk Assessment is not mandatory and the Environment Agency cannot insist upon one prior to the commencement of operations and once said operations begin then there will be no impetus for an assessment.

In view of the potential risk to residents from emissions then the public should be able to air their views at an open forum particularly in regard to the dubious safety record of the proposed operator.

Recommendation

Town Council to call for a Health Risk Assessment
Town Council to convene a public meeting

Hills are to hold a liaison meeting on 16th November 2017, which Cllrs Tout and Hawker will attend. Following this, Westbury Town Council will organise a public meeting for the whole town to attend. All parties including Wiltshire Council, Environment Agency and Hills will be invited and should accept. The general feeling from all Councillors and residents is that this is a real concern for Westbury regarding health issues and heavy traffic through the town.

RESOLVED: To APPROVE the above recommendation

T.3852 STAFFING MATTERS:

NOTICE of MOTION received from the Management Team on the 09.10.17

To approve the following salary scale points for 2018/19:

DU – from SCP 47 to 48

SH – from SCP 15 to 16

KT – from SCP 15 to 16

There may also be a national increase from National Joint Council (NJC), currently recommended at 5% for the next financial year.

RESOLVED: To APPROVE the above recommendation

T.3853 LATE ITEM to be discussed for HP& D (deadline for response 15th November) Lidl - amendment to plans (previously discussed at H,P & D – P.4570)

Background

Westbury Town Council objected to the Lidl proposal for their site – mostly on how it looked at the gateway to the town. Wiltshire Council's urban design officer also did not like it; the planning officer assigned had a number of issues (including the building being unnecessarily close to residential areas).

In discussion with the officer it appears that urban design are still not entirely happy but do not feel any objections are strong enough to be supported on appeal.

Resident feedback has mostly been about concerns with activity in the car park after trading. Lidl have proposed retractable bollards.

The building has apparently moved 0.5m further South – although planning think it could move more.

Proposed response

Most of this is follows our previous response.

Size and scale:

We note that there are some improvements to look of the building as you enter the town but still feel that the store is overly dominating – particularly when compared to the building that is being replaced which blends far more readily into the landscape.

The cycle stand (new item)

The cycle stands seem to have no moved to the far side of the store which means cyclist would have to negotiate most of the car park to reach them.

Car parks are extremely dangerous for bicycles with cars manoeuvring

We would ask that either:

The cycle racks are returned to entrance area

Or access is given to the cycle racks directly from the road/pathway adjacent.

Nearby housing

We would like the building to be as far as possible and as shielded as possible from homes in Kingfisher Drive (there appears to have been a slight movement).

We support the introduction of bollards to close the site after trading.

Trees

Westbury Town Council notes that some trees have been added to the site but 11 new trees to replace more than 40 that have been removed is not sufficient and makes the site far more ugly and open than necessary. We would request the loss of a few car parking spaces and more trees/planting on the boundaries particularly where it would break up the visual domination by the building from the road.

Are the proposed trees to rootballed or treated in any way to stop growth? We would ask for an agreement that trees will be allowed to grow to natural and appropriate height (e.g. as shown in the new elevation drawings – higher than the building) and that Lidl will undertake to replace any tree that fails to thrive for whatever reason.

Signage

Is the signage off when the shop is closed? We would request that this is a condition regardless of current plans.

School use

Whilst not directly a planning matter, the Co-Operative store were very supportive of the local school, Bitham Brook Primary. In particular, they allowed parents dropping at this congested school to use the store car park (without fear of fines) and supported the school's walking bus (drinks & fruit being given).

We note from the headteacher that although the school has contacted Lidl in writing, they have not received any acknowledgement. We would encourage Lidl to consider supporting the school again in this way; we are told that the Co-Op believed this approach generated trade in addition to helping the community.

RESOLVED: To APPROVE the above recommendation and put these comments to Planning at Wiltshire Council

8.55pm hrs

Signed on behalf of the Meeting

6th November 2017

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Chairman