

28th August 2012

YOU ARE HEREBY SUMMONED to attend a MEETING of WESTBURY TOWN COUNCIL to be held at THE LAVERTON, BRATTON ROAD, WESTBURY on MONDAY, 3rd SEPTEMBER 2012 at 7.00 pm.

Yours faithfully

Town Clerk

Public Forum

Register between 6.50 pm – 7.00 pm
Maximum input per person – Strictly 5 minutes
Forum not to exceed 30 minutes

**Petitions/Depositions to be lodged with the Town Clerk
at least five working days prior to the Meeting.**

A G E N D A

Prayers

- 1. TO RECEIVE APOLOGIES (if any) AND REASONS FOR ABSENCE.**
- 2. DECLARATIONS OF INTEREST (if any) AND REASONS.** (Members must be diligent regarding their interests.)
- 3. MINUTES.** To approve as a correct record the Minutes of the Town Council Meeting held on the 2nd July 2012 and the 6th August 2012; copies of these Minutes have been circulated to each Member and in accordance with Standing Order No. 13(a) may be taken as read.
- 4. MATTERS ARISING FROM THESE MINUTES (if any). Note: no new decisions can be taken**

Members' matters arising from these previous Minutes.
- 5. POLICE REPORT.**
- 6. PRESENTATION BY MR S CARRINGTON (WESTBURY ROTARIANS) ON THE REFURBISHMENT OF WESTBURY WHITE HORSE.**
- 7. WILTSHIRE COUNCILLORS' REPORTS.** Members wishing to ask questions of Wiltshire Councillors are requested to give prior notice to Wiltshire Cllrs M Cuthbert-Murray, R Hawker and D Jenkins, or to the Clerk for onward transmission.

8. **MINUTES of COMMITTEES.** To receive and consider Minutes and recommendations of the following Committees:-

Highways, Planning & Development Committee	-	16.07.2012
Highways, Planning & Development Committee	-	20.08.2012
General Purposes Committee	-	06.08.2012

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

10. **WESTBURY HOSPITAL (T.2666)** - Cllrs M Cuthbert-Murray and Mrs S Ezra to report. To consider this matter, and resolve whether, or how to take this matter further.

11. **NOTICE OF MOTION received from the Town Centre Viability Working Group (TCVG) on the 10th August 2012.** Cllr R Hawker to report.

That Westbury Town Council embarks on the AMTi Benchmarking System, which is backed and funded by Wiltshire Council. Councillors are invited to take part in this exercise, which will be led by TCVG and must be completed by the 31st December 2012.

Note: This motion was approved by the Highways, Planning & Development Committee on the 20th August 2012.

12. **NOTICE OF MOTION received from Cllr R Hawker on the 15th August 2012.**

This Council condemns and wholly rejects the thoroughly disgraceful, untrue, muddled and misleading statement recently published by former town councillor Bill Braid, who recently resigned off the Council for the second time (the first time being in January 2003 when he let the whole town down by resigning mid-term as Mayor – a totally unprecedented and shameful event) because he was once again unable to push other councillors into voting the way he wanted on issues relating to The Laverton.

13. **NOTICE OF MOTION received from Cllr R Hawker on the 15th August 2012.**

All town council staff are banned from making politically-motivated comments at any time. When advising councillors, staff should focus on the relevant facts and law. Their political opinions on any part or activity of the council, including which councillor should occupy seats on committees, working groups or third party bodies, is not relevant to their role as staff. The management team will liaise with the Clerk to ensure that this is fully understood and enshrined in all contracts of employment.

14. **NOTICE OF MOTION received from Cllr Mrs S Ezra on the 16th August 2012.**

To amend Westbury Town Council's Standing Orders as follows (addition in bold):

Standing Order 37.

- a. The Town Council and every committee may appoint working groups for the purposes to be specified by the Council or specific committee.
- b. The minimum membership of each working group should be four with no maximum.**

15. NOTICE OF MOTION received from Cllr Mrs S Ezra on the 16th August 2012.

That this Town Council should set an example by recycling its waste paper, card and plastic.

See report attached.

16. NOTICE OF MOTION received from Cllr D Bradshaw, Chairman, Leisure Facilities Working Group on 21st August 2012.

Allocation of Working Groups to relevant Committees – Town Council Minute T.2533 dated 5th September 2011. To approve the Leisure Facilities Working Group reporting to General Purposes Committee instead of the Highways, Planning & Development Committee.

17. NOTICE OF MOTION received from Cllr D Jenkins and seconded by Cllr G King on the 23rd August 2012. This council is rightly proud of our town's railway heritage, and the depth and breadth of the rail services that operate from here.

We note with concern that HM Governments specification to potential bidders for the Great Western Franchise is likely to result in the down grading of the Berks & Hants line, east of Newbury from being a high speed intercity route to being semi-fast local route inevitably increasing journey times to and from London and operating in a lower standard of livery.

This council recognises the importance of the maintenance of high speed services for local commuters who daily travel to the capital for work & business purposes and is resolved to write to the Minister (the Rt Hon Teresa Villiers MP) and object in the strongest possible terms to any proposals that may either cause or result in: the downgrading of the Berks & Hants line; the inconvenience of local commuters; putting already overstretched local services under greater pressure or inadvertently putting the local economy, jobs and business at risk.

Council requires that a close eye on HM Governments handling of the Great Western Franchise process will be maintained to ensure that no further adverse development is not overlooked.

18. NOTICE OF MOTION received from Cllrs M Cuthbert-Murray and Mrs S Ezra on 24th August 2012.

Following recent inspection of allotments to the rear of the Groves in Queens Road, the Clerk to write to Wiltshire Council requesting a proposal outlining their

intentions, together with confirmation of the land ownership, maintenance costs and details of rents and any current tenants.

Following receipt of this information, the Delegation of Services Working Group to consider this matter and make recommendation to full Town Council in November.

19. NOTICE OF MOTION received from Cllr Mrs C Mitchell, Chairman, Play Areas Working Group, dated the 24th August 2012.

- a. The Play Areas Working Group is proposing to install a new piece of youth equipment to be placed in Grassacres Park. The total cost of the equipment is £10,000 to £12,000, and the Town Council has been offered £4,040 from the Area Board's ring fenced youth budget. This money does not have to be match funded, but it does have to be used within this financial year. This will be dealt with at the Area Board in October. There is currently £3,000.00 allocated for play area equipment in the Capital Projects Programme for 2012-2013, and the Play Areas Working Group proposes that this be increased to £8,000.00. Full details of this project will be submitted to Town Council for approval at a later date.
- b. On inspection of the skate park with Tim Woolford of Wiltshire Council, it was noted that the skate ramps were in need of repair and maintenance to bring the park up to a safe standard as the ramps are lifting and this could be a health and safety issue. The Play Areas Working Group are currently seeking quotes for these repairs and would request that the Town Council agrees to release the necessary funds from the skate park maintenance budget.

20. NOTICE OF MOTION received from Cllr I Cunningham dated 25th August 2012.

That the council should establish a working group (or use an appropriate existing group) to examine methods that the council can use to consult with the people of the town and make recommendations towards a consultation policy for the council to adopt.

Background

We are all elected to represent the views of the townspeople; but it is not possible to be aware of everyone's views in all respects. We can't consult on everything - some decisions have to be made based on regulation and budget and in many cases consultation would not be cost effective but in areas where we are seeking to measure effectiveness, genuinely uncertain as to public feeling or where a decision might be controversial etc. consultation may be useful.

Such a study could include areas such as:

- Effectiveness
- New media (e.g. e-mail, forums, web surveys, e-voting)
- Traditional methods (e.g. letters, surveys, meetings, local press)
- Inclusion
- Costs
- Setting public expectations

Deciding what levels of response represent approval, disapproval, indifference etc.

Avoiding consultation "fatigue"

Any conclusions could then be adopted as a published consultation policy so that:

Councillors: can suggest a "known" consultation method when bringing forwards motions or plans, which suggest consultation and all councillors will have some idea of method, cost and measurement.

Townsppeople: can understand how the council will consult.

21. VACANCIES.

1. Following the resignation of Cllr W Braid, to appoint:
 - a. one member to The Laverton Institute Trust Management Committee; and
 - b. the Town Council representative to the Leigh Park Community Association (Westbury) Committee.
2. Should the motion at Agenda item 13. be approved, to appoint a fourth member to each of the following Working Groups:

CCTV Working Group. (Cllrs Mrs S Ezra, R Hawker, W D Tout)
Flood Relief Working Group: (Cllrs G King, C Pope, W D Tout)
3. To appoint a fifth member to the Christmas in Westbury Working Group.
4. To appoint Cllr I Cunningham to the Website Working Group.

22. CLERK'S CORRESPONDENCE/MATTERS (if any).

23. THE LAVERTON INSTITUTE TRUST MANAGEMENT COMMITTEE.
Cllr Mrs S Ezra.

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

25. ACCOUNTS:

- a. **Payment of Accounts.** To approve the list of payments made since the last Meeting or to be made and to confirm the action of the Chairman and one other Member in signing the necessary orders for payment, Business Pass Cash/Visa Cards (if any) transactions, and staff remunerations:-

6 th August 2012	-	£26,196.09
3 rd September 2012	-	As presented

- b. **Monthly Statement – July (revised).** (See attached.)

