

WESTBURY TOWN COUNCIL

**AT THE MEETING OF THE TOWN COUNCIL HELD AT THE LAVERTON,
BRATTON ROAD, WESTBURY ON MONDAY, 4th MARCH 2013 AT 7.00 PM.**

PRESENT: Cllr M Cuthbert-Murray (Chairman)

**Cllrs S Andrews, D Bradshaw, I Cunningham, R Hawker (7.06 pm),
D Jenkins, G King, S Miles, Mrs C Mitchell, M Sutton, W D Tout and
D Windess.**

Mr K Harvey, Town Clerk, and Mrs B Mantle.

PC D Foulger

Two members of the public

T.2789 PUBLIC FORM:

T.2790 ACCEPTANCE OF APOLOGIES AND REASONS FOR ABSENCE:

Cllr Mrs S Ezra	-	Personal
Cllr F Morland	-	Clash of meetings
Cllr Mrs D O'Hara	-	

T.2791 DISPENSATIONS. Nil.

T.2792 DECLARATIONS OF INTEREST. Nil.

T.2793 MINUTES. The Minutes of the Town Council Meetings held on the 7th January 2013 and 14th January 2013 were confirmed and signed by the Chairman.

T.2794 MATTERS ARISING FROM THESE MINUTES: Nil.

Members' matters arising from these Minutes: Nil.

T.2795 POLICE REPORT. Over the last month there has been an increase in dwelling burglaries in the Leigh Park/Westbury Leigh area of Westbury. These are occurring during daytime hours. The favoured items appear to be jewellery and money (Euros), as they can be secreted easily.

A new drop in centre will be held at Westbury Leigh Community Centre. The next drop in will be held on Wednesday, 13th March at 11.30 am.

Neighbourhood Watch is continuing to grow, with a new scheme being set up in the Newfield Close/Oldfield Park area of Westbury.

Community Speed Watch (CSW) continues to be successful, with regular sessions being held in Coach Road/Bitham Park. The Police thanked all of the volunteers involved.

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Speed checks have been conducted in the Chalford area and in Station Road, and fixed penalty notices have been issued. Speed checks will continue throughout Westbury and the surrounding villages.

Westbury performance figures for this reporting period continue to show better results compared to this time last year. The figures show a reduction in all crime types, except vehicle crime. Detection rates have also improved.

T.2796

WILTSHIRE COUNCILLORS' REPORTS.

Wiltshire Cllr D Jenkins: The Swindon & Wiltshire Waste Management Plan has now been approved, which identifies three sites in and around Westbury: Lafarge, MBT Plant at Northacre Trading Estate, and the West Wilts Trading State. He emphasised the need to monitor these sites.

Wiltshire Cllr M Cuthbert-Murray: Nil.

Wiltshire Cllr R Hawker: Nil.

T.2797

MINUTES OF COMMITTEES. The following Minutes were received and noted:

General Purposes Committee	-	04.02.2013
Highways, Planning & Development Committee	-	21.01.2013
Highways, Planning & Development Committee	-	18.02.2013

T.2798

MATTERS ARISING FROM THESE MINUTES.

General Purposes Committee (04.02.2013) – Cllr Tout asked why the amendments to Standing Orders recommended by the Committee did not appear on this meeting's agenda. It was agreed to call an additional Town Council meeting on Monday 11th March 2013 at 6.00 pm to receive and consider these amendments, together with those of the Finance Committee in respect of the Town Council's Financial Regulations.

T.2799

NOTICE of MOTION received from Cllr M Cuthbert-Murray dated 21st February 2013.

To appoint a task and finish group to consult with the public on whether they would like to see a war memorial back in its original place in the Market Place.

APPROVED.

Should the above motion be successful, then to appoint a minimum of four members to that group.

Cllrs M Cuthbert-Murray, R Hawker, S Miles, M Sutton and W D Tout were appointed to the War Memorial Task & Finish Group.

T.2800

VACANCY – THE LAVERTON INSTITUTE TRUST MANAGEMENT WORKING GROUP. Cllr I Cunningham was appointed to this working group.

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T.2801 **VACANCY – CLLR C POPE.** Members noted the resignation on the 14th January 2013 of Cllr C Pope, who has moved out of the area. As this vacancy has occurred within six months of when all seats will become vacant for the Town Council, an election cannot be called.

Furthermore, with the parish elections taking place on the 2nd May 2013, it was RESOLVED that this Town Council does not proceed with the co-option process to fill this vacancy.

T.2802 **INTERNAL AUDIT REPORT 2012/13 (Second Interim).** The auditor made only one recommendation in respect of a policy for ear marked reserves, and the Town Clerk undertook to produce such a policy for Town Council approval. It was then RESOLVED to accept the report as submitted.

T.2803 **CAPITAL PROJECTS 2012/17.** It was RESOLVED to approve the Capital Projects Programme for 2012/17 as submitted.

T.2804 **PUBLIC BENCHES.** It was RESOLVED to confirm the Town Clerk's action in ordering public benches as approved by Highways, Planning & Development Committee on 18th February in the sum of £3986.00. This action was taken in order to take advantage of a 10% discount. It was further RESOLVED that funding for these benches be brought forward from the Capital Projects allocation 2013/14 for Street Furniture.

T.2805 **SCHOOL GRANTS 2012/13.** It was RESOLVED to approve the grant request for £500 from Westbury Infants School to provide picnic benches for use at lunchtime and for outside learning.

T.2806 **CLERK'S CORRESPONDENCE/MATTERS.**

a. **Small Grants 2012/13.** Letters of thanks received from the following organisations were noted:

Carer Support Wiltshire
Crosspoint
Imperial Charity
Relate
Scallywags Mother & Toddler Group
Victim Support
Vitalise
Westbury Area Wellbeing
Westbury Arts, Craft and Chat Group
Westbury & District Link Scheme
Wessex MS Therapy
West Wilts Portage Service
West Wilts Youth Sailing Association
Wiltshire Music Centre

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- b. **Roadworks.** The Town Clerk outlined the imminent roadworks and associated road closures by the SEB and the Wales & West Utilities (Gas). He had met with the Highways Engineer to express concern about the effect of the new roadworks on the surface of the new Market Place between Canon's Green and The Ludlow.

T.2807 THE LAVERTON INSTITUTE TRUST MANAGEMENT WORKING GROUP.

In the absence of Cllr Mrs Ezra, Cllr Andrews gave the report.

David Lawrence has now commenced duty as the Laverton Development & Marketing Officer. He is currently working on The Laverton Experience Week featuring varied events and something for everyone. At the end of the week there will be a twinning event, which coincides with the visit from Westbury's twinned town, Chateau du Loir. A successful grant application was made to Awards4All to fund this free entry Experience Week, and members were urged to attend as many events as possible.

Income from hall hire this year should be £9,000, which is in line with predictions. January and February saw hall hire income at £988 and £803 respectively.

- T.2808 CCTV WORKING GROUP.** In the absence of Cllr Mrs Ezra, the Town Clerk reported that the scheme to replace seven existing cameras and install one new camera to an existing pole in the Market Place is now almost complete. With regard to the installation of cameras outside the Methodist Church and in Grassacres, it has now been found necessary to install a new column for the camera outside the Methodist Church, and to apply for planning permission to place a camera and column in Grassacres Park.

- T.2809 COMMUNICATIONS BY THE TOWN MAYOR.** Nil.

T.2810 ACCOUNTS:

- a. **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 Chairman and one other Member in signing the necessary orders for payment and Bank transfers as follows:

7 th January 2013	-	£29,863.31
4 th February 2013	-	£24,502.00
4 th March 2013	-	£51,804.02

- b. **Direct Debit.** It was RESOLVED to approve the annual payment of the subscription to Action for Market Towns by direct debit (2013/14 - £222.00).

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T.2811 It was **RESOLVED** that, in view of the confidential nature of the business about to be transacted, the public and press be temporarily excluded and instructed to withdraw.

T.2812 **NOTICE of MOTION received from the Laverton Institute Trust Management Working Group dated 25th February 2013.**

To instruct Jones Lang LaSalle to proceed with the Tender Report in connection with the refurbishment of the Laverton Boiler House room comprising installation of new boiler plant, removal of asbestos containing materials, installation of zone controls to the heating system and replastering and decoration work within the plant room.

APPROVED.

To approve the fee proposal dated 16th July 2012 in respect of the above.

APPROVED.

T.2813 **STAFFING MATTERS.**

T.2814 **SALARIES 2013/14**

NOTICE of MOTION received from the Management Team on the 25th February 2013. To approve the following salary scale points for 2013/14:

T.2815 It was **RESOLVED** to return to open council.

8.05 pm

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