

WESTBURY TOWN COUNCIL

**AT THE MEETING OF THE TOWN COUNCIL HELD AT THE LAVERTON,
BRATTON ROAD, WESTBURY ON MONDAY, 3rd NOVEMBER 2014 AT 7.00 PM.**

PRESENT: Cllr Mrs C Mitchell (Chairman)

**Cllrs S Andrews, D Bradshaw, I Cunningham, Mrs S Ezra, R Hawker,
D Jenkins (left 8.52 pm), G King (left 8.50 pm), F Morland, M Sutton (left
8.15 pm), I Taylor (left 8.52 pm), W D Tout, and
D Windess.**

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

Also in attendance: Police Inspector Alan Webb
PC Darren Fulger
PCSO Matoyizi Katsande

Ann Ross and Ellie Risius Hetreed Ross Architects Ltd

T.3175

PUBLIC FORM:

Mrs S Ezra: Westbury Campus - Presentation at the Westbury Community Area Board on the 11th December. Mrs Ezra also spoke on the Market Towns meeting she had attended, where other councils reported on what they had achieved in their towns. She highlighted the fact that following the Vision for Westbury in 2011, nothing has been acted upon. Mrs Ezra urged the Town Council to be more pro-active and to actively engage in negotiations with developers at the planning stage to secure real benefits for Westbury, particularly in the town centre.

Dr P Biggs:

- Horticultural standards around the town centre, particularly concerning the flower beds in front of the Library. The antirrhinums planted were very colourful, but lasted only a short time. He expressed concerns that these beds will not be replanted in time for the Remembrance Day Service.
- Planning applications for the West Wilts Trading Estate are not available to view at The Laverton.
- Westbury Library. Dr Biggs expressed concerns over the possible implications of the Library being painted, particularly as the Campus is to be based around it, and asked whether a lift is to be installed.
- New Town Crier – what is the estimated cost?
- Agenda item 16 – request for funding over the next three years by the World War I Commemoration Working Group. Dr Biggs asked what plans are in place.
- Agenda item 19. - suspension of Standing Orders.

T.3176

ACCEPTANCE OF APOLOGIES AND REASONS FOR ABSENCE:

Cllr S Miles - Unwell.
Cllr P Wakeman - Unwell.

T.3177 **DISPENSATIONS:** Nil.

T.3178 **DECLARATIONS OF INTEREST:** Nil.

T.3179 **MINUTES.** The Minutes of the Town Council Meeting held on the 1st September 2014 were confirmed and signed by the Chairman.

T.3180 **MATTERS ARISING FROM THESE MINUTES:** Nil.

Members' matters arising from these Minutes: Nil.

T.3181 **POLICE REPORT.** PC Darren Fulger gave the following report:

Arsons – in relation to the spate of arsons in Westbury, a 24 year old local man was arrested under suspicion of committing these offences. Enquiries are ongoing and he is currently on Police bail until the 17th November 2014.

Poaching – a Neighbourhood Police Team(NPT) operation was carried out on Friday, 24th October 2014 to target poachers on Salisbury Plain between Warminster and Westbury, with the assistance of local farmers. One vehicle was stopped on the Plain and details obtained, which have now been submitted to the Intelligence Department.

Driving Offences – two young males, 16 years old, were located and arrested following a road traffic collision on The Mead in Westbury on Friday, 19th September 2014, after they had failed to stop following the collision. The female victim was taken to hospital as a precaution. One of the males has been charged with 'driving a motor vehicle otherwise in accordance with a licence', failing to stop after a road accident' and 'using a motor vehicle without insurance'. He is due to attend court on 4th November 2014.

Criminal Damage – two young males, 16 years old, are currently being investigated by Police for committing criminal damage to the High Street bus shelter. Enquiries are ongoing.

Anti-Social Behaviour –There has been a reduction in such incidents, particularly at the Redland Playing Fields, with mass intervention by the Westbury NPT.

Non-Dwelling Burglaries – a local security company has liaised with Westbury NPT through various meetings in an attempt to combat non-dwelling burglaries on the West Wilts Trading Estate.

Cllr Hawker asked whether the Police were aware of young people making a great deal of noise and nuisance in Grassacres Park during the evening. PC Fulger confirmed that the Park is patrolled, but if residents could report times and dates, it would be easier to establish a pattern and target a Police response. Unfortunately, the Park gates at Eden Vale are not under CCTV surveillance.

The Town Clerk reported that the bus shelter in the High Street has been vandalised repeatedly, but the latest incident had been caught on CCTV and a possible identification made.

Cllr Mrs Mitchell thanked the Police for their attendance.

T.3182 PRESENTATION BY HETREED ROSS ARCHITECTS LTD. Ann Ross and Ellie Risius presented designs for the proposed multipurpose space, rear storage and shed at the top of the rear ramp to The Laverton.

- a. The tin shed at the top of the rear ramp will be rebuilt in block, rendered and match coloured with the brick. This building will be lockable, and access is to be discussed: whether outside only or outside and internally.
- b. The open store at the rear of The Laverton will be enclosed with a large door for storage of equipment.
- c. Tin roof shed on the Snappersnipes side of The Laverton will be rebuilt with access from both inside the building and out. This will provide a multi-purpose room and by taking down levels will improve access, as well as providing wheelchair access, into the new build. A new fire escape staircase will be incorporated into the scheme, coming out on to the roof of the new building and then on to the rear slope of The Laverton. The new building will be glazed at the front, providing a useful space, and will be large enough for small meetings.

Cllr Mrs Mitchell thanked the representatives from Hetreed Ross Architects for their presentation.

T.3183 THE LAVERTON PROJECT – PHASE 6. Background. Over the last couple of months, elevation drawings of the building have been taken and the architect has been working on designing the various elements of work. Following this, a pre-planning application was submitted and the Town Council received a positive response from Wiltshire Council's Planning Officer. However, it was stated that it is not a guarantee of planning permission being approved.

RECOMMENDATION. The Laverton Institute Trust Management Working Group is recommending that the designs being submitted by Hetreed Ross Architects Ltd, together with the internal layout, be approved and forwarded as a planning application. The Town Council has previously approved costs to this stage.

APPROVED.

T.3184 It was **RESOLVED** to bring forward items 25. and 26. to this point on the agenda.

T.3185 FUTURE POLICY TASK & FINISH GROUP. Report by Cllr Sutton.

By the time of the October meeting of the Policy & Resources Committee, the Task & Finish Group will have met three times and set up a programme of meeting every two weeks where possible. It was also decided that it should complete and report back to Town Council by the meeting in January 2015.

The group decided that in view of the reduction in services, in particular those provided by Wiltshire Council, and the probability of there being further reductions in the future, that Westbury Town Council should actively investigate the possibility of taking on more responsibility where it is financially viable.

Having made that decision, the group are looking at all the areas which could be devolved, and where services are identified as having potential, the Delegation of Services Working Group will be asked to take these forward if approved by the Policy & Resources Committee.

Other subjects such as the provision of a Town Warden are being considered, and it is intended that the Policy & Resources Committee will recommend a course of action to Town Council.

T.3186

A350 WORKING GROUP. Cllr Sutton gave a report on the Group's meeting with Wiltshire Council's highways officers. The Group's purpose is to look at the traffic going through Westbury on the A350, and the Secretary of States' suggestion to look at alternatives to a by-pass to improve the situation. The Group sought assistance from the Wiltshire Council officers, but their response was negative. However, the officers did state the A350 is a major route through Wiltshire, but the Government has set its road building programme until 2021, and Wiltshire Council has only funding to build two miles of roads or repairs. There will be no further funding until that time. The Working Group will continue to look at this matter.

T.3187

WILTSHIRE COUNCILLORS' REPORTS.

Wiltshire Cllr R Hawker: Nil.

Wiltshire Cllr D Jenkins: At the last meeting of the Westbury Community Area Board there was a very informative presentation by the Dementia Awareness Group. The next meeting of the Area Board will be on 11th December, when there will be an opportunity to talk to Hills Waste Management.

Community activities for young people – the new officer is currently working with local young people, and £11,000 has been granted to set up various projects.

The Area Board has funding for grants, and will look at any applications that meet the criteria.

Wiltshire Cllr G King: Wiltshire Council has launched its Car Parking Services review, which will run until 16th January. All car parks in Westbury are included in the review, except the Community Car Park in Westbury Leigh. The Town Council will respond to this consultation, but he encouraged everyone to respond individually. As far as the car park in Westbury Leigh is concerned, he asked the Town Clerk to convene a meeting of the Delegation of Services Working Group to consider a way forward.

Wiltshire Council's new Housing Allocation Policy will go live on the 9th December. This allocation policy went through a considerable consultation, including the area boards and the Department for Communities & Local Government.

Wiltshire Council's Cabinet on 7th October adopted the Wiltshire Air Quality Plan, which will include town specific action plans, including Westbury (to be announced), with existing Air Quality Management Areas. This plan will be submitted to Defra for approval.

Wiltshire Council has commenced internet recording of Council and principle committees via its website, and possibly YouTube. Members of the public will be able to view these recordings up to seven days afterwards.

T.3188 **MINUTES OF COMMITTEES.** The following Minutes were received and noted:

Highways, Planning & Development Committee	-	04.09.2014
Highways, Planning & Development Committee	-	15.09.2014
Highways, Planning & Development	-	20.10.2014
Policy & Resources Committee	-	06.10.2014

T.3189 **MATTERS ARISING FROM THESE MINUTES.** Nil.

T.3190 **NOTICE of MOTION received from the Policy & Resources Committee dated 6th October 2014.**

New Christmas Lights in the Market Place. To approve the purchase of eight new Stars & Crossed Column Motif lights at £280 each, totalling £2,240 plus VAT, and for this expenditure to be met from the Rolling Capital fund.

APPROVED.

T.3191 **NOTICE of MOTION received from the Policy & Resources Committee dated 6th October 2014.**

Electronic agendas, reports and other documentation. That Standing Orders be amended to give councillors the option of an electronic agenda if they so wish.

If approved, to agree a trial period until the end of April 2015, and that the Town Clerk issues an appropriate form for councillors to confirm their preferences.

T.3192 NOTICE of MOTION received from the Policy & Resources Committee dated 6th October 2014.

Town Crier. To approve the appointment of a new Town Crier for the town of Westbury to take over duties from Mr Sean Price on his retirement in June 2014.

The following addition to the motion was proposed and approved:

“The Policy & Resources Committee to liaise with the Town Clerk on the recruitment process.”

The motion and the above amendment, as the substantive motion, were duly **APPROVED.**

T.3193 NOTICE of MOTION received from the Policy & Resources Committee dated 6th October 2014.

Standing Orders. To adopt the following additional clause under 33. Committees and Working Groups:

“When Town Council, or a committee, wishes to set up a new working group or task and finish group, the Town Clerk to notify all members of Council prior to that meeting requesting any applications to sit on that group, and at that meeting those applications to be considered.

If there are more applications than there are places, decisions should be made based on the availability of applicants.”

APPROVED.

T.3194 NOTICE of MOTION received from the Policy & Resources Committee dated 6th October 2014.

To agree to make a sum of £2,500 available to the Great War Commemoration Group from the General Reserve to commemorate specific events of the Great War over the remainder of the four year commemoration period.

APPROVED.

T.3195 NOTICE of MOTION received from the Policy & Resources Committee dated 6th October 2014.

Christmas in Westbury 2015. To approve the inclusion of the following increases to the Christmas & Christmas Lights budget in the Draft Budget 2015/16 to be considered by the Finance Committee on 9th December 2014:

Christmas in Westbury from £11,500 to £12,650 (10% increase)
Maintenance of Equipment (lights) from £13,000 to £14,300 (10% increase)

APPROVED.

T.3196 NOTICE of MOTION received from Cllr W D Tout on the 24th October 2014.

Merger of Streetscene & Street Furniture Working Groups. It is proposed that the Streetscene & Street Furniture Working Groups be merged/amalgamated.

Background. Both working groups have their remits, and at times these overlap with workload and membership. Whilst the Street Furniture Group deals with street furniture, over the last few years it has been reporting back to Wiltshire Council about grit bins, seating, road signs and lighting posts – all the responsibility of Wiltshire Council, as Highway Authority, and utility companies.

It was agreed to refer this matter to the Policy & Resources Committee for their consideration and recommendation to Town Council.

T.3197 NOTICE of MOTION received from Cllr W D Tout on the 24th October 2014.

Presentations to Council. When a presentation to the Council at Full Council, Highways, Planning & Development, Finance and Policy & Resources meetings is to be made, that Standing Orders are automatically suspended by the Chair of the meeting without a vote immediately prior to the presentation. This allows for the presentation to be made and questions raised afterwards by councillors, the public and press strictly in that order. Reinstatement of Standing Orders to be made before voting on the subject matter.

It was agreed to refer this matter to the Policy & Resources Committee for their consideration and recommendation to Town Council.

T.3198 WESTBURY VISION AND CAMPUS. THE WAY FORWARD FOR OUR TOWN. Report by Cllr Mrs Ezra.

The Westbury Community Area Board at its meeting on the 11th December will be looking at the proposal for the Campus in Westbury. Cllr Mrs Ezra encouraged members to attend and make comment.

In addition, she urged the Council to reconsider opening the Vision and Scoping Study for Westbury, as this has not progressed in any way since 2011. This needs to be actioned, and the Council needs to involve both the residents of Westbury and the business community in moving forward. There have been several planning applications placed before Town Council with new

building sites happening around the town, and many funding opportunities have been missed. The Council needs to negotiate and make proposals to developers for improvements to the town, and not just play areas. Westbury needs more infrastructure and improvements to the town centre.

Cllr Hawker requested that a planning officer be invited to the next Highways, Planning & Development Committee to explain to the committee the process for Section 106 agreements.

T.3199 **GREATER WESTERN ROUTE ELECTRIFICATION 2015.** Report by Cllr W D Tout.

Cllr Tout attended a drop-in session at County Hall held by Network Rail concerning the Greater Western Route Electrification Project.

Westbury will be affected as follows:

18th – 31st July 2015. The London (Paddington) to Bath/Bristol trains diverted after Chippenham via Westbury due to works associated with Box Tunnel. (Trains may stop additionally at Westbury.)

The Cardiff/Bristol to Portsmouth/Weymouth trains to run as normal.

1st – 31st August 2014. Cardiff/Bristol to Portsmouth/Weymouth trains run to Bath only.

Portsmouth/Weymouth to Cardiff/Bristol trains run to Trowbridge only.

There will be a comprehensive road replacement service between Bath & Trowbridge in both directions.

First Great Western will be publishing a revised timetable for all these services in January 2015.

T.3200 **X-RAY SERVICES – WESTBURY (T.3142).** Members considered the reply from the Wiltshire Clinical Commissioning Group, regarding the expansion of x-ray services at the White Horse Medical Centre. In the letter, the Chief Officer stated:

“The X-ray service based at White Horse Medical Centre in Westbury is included in our thinking and the RUH has been investigating with Salisbury Foundation Trust, which provides that particular capability, the option to increase its opening hours. However there is a significant and as yet unresolved issue in terms of ensuring electronic reporting capability between the two Trusts’ radiology reporting systems, and this is currently a significant challenge to overcome. This needs to be resolved before we and the Trusts can put in place additional sessions at White Horse Medical Centre. In parallel we continue to investigate with Great Western and the Royal United Hospital Trust, how collectively we can most quickly and cost effectively start to provide x-ray at Warminster Community Hospital again.”

The Clerk was instructed to write again to ask for an update on this matter.

T.3201

CLERK'S CORRESPONDENCE/MATTERS:

- a. **Post Office Ltd.** The Ham Post Office – noted.
- b. **Hills Waste Management.** Coach trips to the Westbury plant.
- c. **Vodafone.** Proposed upgrade from 3G to 4G.
- d. **Remembrance Day Parade.** The Parade has been cancelled due to roadworks. Members to meet at the War Memorial in Edward Street for the Remembrance Day Service.
- e. **A350 Roadworks.** Arrangements have been made to deliver the town Christmas Tree to the Market Place.
- f. **Bench Marking.** The Clerk hopes to carry out a further exercise at the Christmas Street Fayre on the 22nd November.
- g. **Precept Band D and Support Grant 2015-2016.** The Clerk reported that in 2014-2015 Westbury Town Council received 35% of the 2013-2014 support grant from Wiltshire Council and for 2015-2016 it will reduce to 17% of the 2013-2014 figure.

T.3202

THE LAVERTON INSTITUTE TRUST MANAGEMENT WORKING GROUP. Report by Cllr Bradshaw.

The last quarter has been a very busy period for The Laverton, highlighted in the information below:

- August-October Bookings – 43 private functions and 73 community usage. Private Hall hire income to September is £3,824, and community use £3,144.
- Estimated Westbury Music & Arts Festival visitors 600 (September-October), Bar gross £1,583.55.
- Thirty one local businesses signed up for the September Business Breakfast, total cost £193.
- Great War estimated visitors 100.

Grant Updates. The project officer is currently working on the following grant applications:

Landfill Communities Fund. Interpretation Project – indoor and outdoor display boards.

Heritage Lottery Fund Stream. Multipurpose space/storage last meeting with architects.

2013-2014 Comparison (January-December) both hire and community use.

2013 (whole year) 426 bookings
2014 (January–September) 428 bookings

New bookings for 2015.

New toddler group to start in January 2015.
Four wrestling events have been booked in 2015.

The Bar

The bar to the end of September is showing a profit of £700 and also has stock to the value of just under £700.

- T.3203** **COMMUNICATIONS BY THE TOWN MAYOR.** Nil.
- T.3204** **ANNUAL REPORT AND ACCOUNTS OF THE LAVERTON INSTITUTE TRUST.** Noted and approved for submission to the Charity Commission.
- T.3205** **VISIT WILTSHIRE.** It was **RESOLVED** that Westbury Town Council will continue its partnership with Visit Wiltshire, and to approve the payment of £721.00 plus VAT as a Town Partner for the period 1st December 2014 to 30th November 2015.
- T.3206** **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:
- | | | |
|--------------------------------|---|------------|
| 3 rd September 2014 | - | £39,234.27 |
| 3 rd November 2014 | - | £21,642.17 |
- T.3207** **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.3208** **STAFFING.**
- T.3209** **It was resolved to return to open council.**

9.04 pm

