

**WESTBURY TOWN COUNCIL**

**AT THE MEETING OF THE TOWN COUNCIL HELD AT THE LAVERTON,  
BRATTON ROAD, WESTBURY ON MONDAY, 5<sup>th</sup> JANUARY 2015 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 9.05 pm), G King, F Morland (left 9.10 pm), M Sutton  
(7.10 pm), I Taylor (left 8.50 pm),  
W D Tout,  
P Wakeman and D Windess.  
Mr K Harvey, Town Clerk, and Mrs B Mantle.**

**Also in attendance:** Police Inspector Alan Webb

**T.3210 PUBLIC FORM:**

Dr P Biggs:

- Information requested at the last meeting on 03.11.14 not yet received.
- Congratulated the Town Council on the Christmas Fayre and the ongoing improvements to the town's Christmas Lights.
- Poor attendance by town councillors at the town Carole Service.
- Campus – vital to produce a centre for the town based at the Library.
- Supported the proposed Town Council annual report and newsletter.
- Supported the proposal to purchase mayoral robes.
- Requested information on the number and cost of speed indicator devices.

**T.3211 ACCEPTANCE OF APOLOGIES AND REASONS FOR ABSENCE:**

Cllr D Jenkins: Due to another commitment, will be leaving at 9.00 pm.

Cllr M Sutton: Travelling back from a business commitment and will be late.

Cllr I Taylor: Due to another commitment, will be leaving at 9.00 pm.

**T.3212 DISPENSATIONS:** Nil.

**T.3213 DECLARATIONS OF INTEREST:** Cllr M Sutton – Agenda item 17.  
(T.3227) – Non-prejudicial.

**T.3214 MINUTES.** The Minutes of the Town Council Meeting held on the 3<sup>rd</sup> November 2014 were confirmed and signed by the Chairman.

**T.3215 MATTERS ARISING FROM THESE MINUTES:** Nil.

**Members' matters arising from these Minutes:** Nil.

**T.3216 POLICE REPORT.** Inspector Alan Webb gave the following report:

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**Neighbourhood Policing Teams (NPTs) - Current Priorities & Consultation Opportunities:**

PCSO Lukas Breedt is retiring, which will leave a vacancy on the rural team.

On 5<sup>th</sup> December, the Wiltshire Police Specials were again involved in a Rural Crime operation, this was the same evening as the tragic triple fatal that happened in the Westbury Trading Estate, and the officers were deployed to assist, and then provided high visibility patrols from 23.00hrs until 04.00 hrs. Enquiries into the fatal road traffic collision continue and are being conducted by officers from the Tri Service Traffic Unit.

Rural Crime Operations took place on the 18th December led by Pc Jeff Rice, a rural crime officer based out of Warminster Police Station, resulting in several stop checks. More operations are planned.

There has recently been five aggravated burglaries across the county (Chippenham, Corsham, Westbury, Warminster and Swindon) where it appears that the offenders are targeting elderly people with the average age of 80. Westbury Town NPT has provided reassurance and crime prevention advice to elderly members of the Town by means of visits, as well as contact with Neighbourhood Watch. Several referrals were also made by officers to The Bobby Van. This has provided further peace of mind in the form of visits by The Bobby Van in order to upgrade, for free, simple security measures in the homes of elderly residents.

The current Police Priorities, as set at the last Neighbourhood Tasking Group in December are: (1) Anti Social Behaviour in the High Street and surrounding areas. (2) Anti Social Behaviour in Grassacres Park. In relation to both of these priorities, Westbury Town NPT is conducting regular patrols of both areas, engaging with people seen, giving words of advice, regarding behaviour, and if appropriate, dispersing groups from the areas.

EG Westbury NPT	Crime				Detections*	
	12 Months to December 2013	12 Months to December 2014	Volume Change	% Change	12 Months to December 2013	12 Months to December 2014
Victim Based Crime	645	664	+19	● +2.9%	18%	15%
Domestic Burglary	40	33	-7	● -17.5%	28%	9%
Non Domestic Burglary	48	58	+10	● +20.8%	0%	5%
Vehicle Crime	77	70	-7	● -9.1%	4%	11%
Criminal Damage & Arson	141	168	+27	● +19.1%	13%	7%
Violence Against The Person	156	170	+14	● +9.0%	37%	32%
ASB Incidents	611	532	-79	● -12.9%		

\* Detections include both Sanction Detections and Local Resolutions

The Town Clerk report that of the two youths involved in damaging the High Street bus shelter, one has been referred to the Youth Offending Team, and the other is going to Court. Inspector Webb confirmed that as a result of the new CCTV camera installed in Grassacres Park, reported crime has increased, which has enabled the Police to target its resources more effectively.

Inspector Webb gave the following responses to questions raised by Members:

- Slight increase in Violence Against the Person – this has been due in the main to a domestic situation. The Police also work with Pub Watch to ban those who carry out violent crime. Currently the level of violence is not very high.
- Parking on pavements – The Police will issue tickets (£60 or £80 fine) in cases of unnecessary obstruction of the highway.
- Use of emergency vehicle sirens – as far as police vehicles are concerned, sirens can only be used for policing purposes according to level of emergency, not for the personal convenience of police officers as is commonly believed.
- Balance of primary and secondary routes in Westbury – Inspector Webb could not comment.

Cllr Mrs Mitchell thanked Inspector Webb for his attendance.

**T.3217 WILTSHIRE COUNCILLORS' REPORTS.**

**Wiltshire Cllr R Hawker:** The local youth network will be meeting for the first time this week.

**Wiltshire Cllr D Jenkins:** Cllr Jenkins expressed his enthusiasm for the work done by the COB team in respect of the Westbury Campus, and agrees with the need to focus on the Library if funding allows. Some towns have much larger and more complex operations, but Westbury is straightforward, and he hopes that the Westbury Campus can move forward.

**Wiltshire Cllr G King:** The Core Strategy has been approved by Cabinet and will go forward to an Extraordinary Meeting on 25<sup>th</sup> January for consideration of the final draft. Whilst some believe this is inadequate, it is considered better to approve this rather than starting again.

**T.3218 MINUTES OF COMMITTEES.** The following Minutes were received and noted:

Highways, Planning & Development Committee	-	17.11.2014
Highways, Planning & Development Committee	-	15.12.2014
Policy & Resources Committee	-	01.12.2014
Finance Committee	-	09.12.2014

**T.3219 MATTERS ARISING FROM THESE MINUTES.** Nil.

**T.3220 NOTICE of MOTION received from the Policy & Resources Committee dated 6<sup>th</sup> October 2014.**

Standing Order 29c – Rescission of Previous Resolution. See existing below:

(c) *“This Standing Order shall not apply to resolutions moved in pursuance of the report or recommendation of a committee.”*

That the wording of Standing Order 29(c) be amended as follows:

Standing Order 29(a) only refers to decisions made by Town Council and does not apply to Working Groups, Task and Finish Groups or Committees, which can revisit any decision prior to submission to Town Council.

**APPROVED**

**T.3221 NOTICE of MOTION received from the Policy & Resources Committee dated 1<sup>st</sup> December 2014.**

Standing Order 41 – Voting in Committees. To amend this standing order with the addition of the words “or other public indication”. To read as follows:

Members of Committees and Working Groups shall vote by a show of hands, or other public indication.

Following a minor addition of the word “appropriate”, the motion was **APPROVED.**

**T.3222 NOTICE of MOTION received from the Policy & Resources Committee dated 1<sup>st</sup> December 2014.**

**Devolution of Services.**

**Background:**

There was concern that the services Westbury received from Wiltshire Council were being increasingly reduced due to budget restraints and a growing feeling that Wiltshire Council may wish to reduce or remove many in the future as they look to make even more savings. Rather than Westbury see these services wither or be removed completely the Task and Finish group was formed to see what could or should be sent to Delegation of Services for resolution.

The group was also asked to look at what other activities the council may wish to support and provide and whether available resources matched those requirements

**Motion:**

That the Delegation of Services Working Group enters into discussions with Wiltshire Council on the feasibility of Westbury Town Council taking responsibility for:

- Car Parks (A)
- Public Conveniences (A)
- Parks and Play Areas (B)
- Flower Borders (B)

- Bus Shelters (B)
- Town Warden (C)
- Street Cleaning (B)

(A,B, and C represent priority listing where A is the highest and C the lowest.)

**APPROVED**

**T.3223 NOTICE of MOTION received from the Policy & Resources Committee dated the 1<sup>st</sup> December 2014.**

**Annual Report and Newsletter**

**Background:**

The Town Council undertake many tasks and provide many events for the town, but not everyone seems to be aware of what the Council do on their behalf and where all the money is spent.

It was felt that the profile of the town and Council could be increased if a newsletter was issued at a frequency to be agreed and there needs to be a discussion as to what form that newsletter should take.

There should be an Annual Report highlighting and listing all that had been achieved during the year and would also be another means of open and transparent governance.

This report is not to be confused with the report given by the Town Clerk at the year end.

The Task and Finish Group were supportive in principle of the Annual Report and Newsletter, but referred it to the Policy & Resources committee for consideration.

**Motion:**

That Westbury Town Council approves the provision of an Annual Report and Newsletter.

**APPROVED**

**T.3224 NOTICE of MOTION received from the Policy & Resources Committee dated 1<sup>st</sup> December 2014.**

**Mayoral Robes**

**Background:**

Westbury Town Council is one of the few councils that has no mayoral robes, and at many functions the mayor is disadvantaged and Westbury shown as the poor relation amongst many, which is disadvantageous considering it is one of the larger and more important town councils in the county. It should be considered as to whether the prestige and standing of the town and its mayor could be enhanced by the provision of such regalia.

**Motion:**

That Westbury Town Council approves in principle the provision of mayoral robes, and that the Town Clerk submits detailed costs to Town Council for consideration at the next meeting in March.

Cllr W D Tout requested a recorded vote, as follows, and the motion was **APPROVED**.

	<b>For</b>	<b>Against</b>	<b>Abstained</b>
Cllr S Andrews	X		
Cllr D Bradshaw	X		
Cllr I Cunningham	X		
Cllr S Ezra			X
Cllr R Hawker	X		
Cllr D Jenkins	X		
Cllr G King		X	
Cllr Mrs C Mitchell		X	
Cllr F Morland		X	
Cllr M Sutton	X		
Cllr I Taylor		X	
Cllr D Tout		X	
Cllr P Wakeman			X
Cllr D Windess	X		
<b>TOTALS</b>	<b>7</b>	<b>5</b>	<b>2</b>

**T.3225**

**NOTICE of MOTION received from the Finance Committee dated 9<sup>th</sup> December 2014.**

**Draft Budget 2015-2016**

To adopt the Draft Budget 2015/16 as recommended by the Finance Committee on 9<sup>th</sup> December 2014, excluding any council tax support grant from Wiltshire Council of £23,357, and as amended to reflect the increase in the Capital Projects budget from £40,000 to £60,000, and confirm the Precept as £394,427.00, representing a 11.64% increase, which equates to a Band “D” equivalent of £87.75.

Cllr Andrews proposed an amendment to remove £20,000 from the Capital Projects Budget and £22,000 from the budget for a Town Warden. This amendment failed.

The Motion was **APPROVED**. Cllr Morland voted against.

**T.3226**

**NOTICE of MOTION received from the Finance Committee dated 9<sup>th</sup> December 2014.**

**Small Grants 2014/15.**

**To approve the small grant applications for 2014/15 totalling £10,450.**

<b>Grant Applicants 2014/15</b>				
<b>Name</b>	<b>Number</b>	<b>Statutory Powers</b>	<b>Approved</b>	<b>Members' Declared Non-Pecuniary Interest</b>
Wiltshire Bobby Van Trust	1	LG&RA 1997 S31	£400.00	
Imperial Charity	2	LGA 1972 S137	£250.00	
Warminster Riding for the Disabled	3	LGA 1972 S137	£150.00	
Westbury & District Choral Society	4	LGA 1972 S145	£150.00	
Welfare of the Elderly	5	LGA 1972 S137	£300.00	IC, SE, GK, CM
Wiltshire Music Centre	6	LGA 1972 S145	£200.00	
Group 5	7	LGA 1972 S137	£300.00	
Stepping Stones	8	LGA 1972 S137	£300.00	
Spliz Support Service	9	LGA 1972 S137	£500.00	
Trowbridge Majorettes	10	LGA 1972 S137	£100.00	
Royal British Legion	11	LGA 1972 S137	£350.00	
Westbury Art, Craft & Natter Group	12	LGA 1972 S137	£100.00	
Westbury Rugby Club	13	LGA 1972 S19	£200.00	
Westbury & District French Twinning	14	LGA 1972 S144	£200.00	GK
Girlguiding - Westbury White Horse District	15	LGA 1972 S137	£50.00	
White Horse Decorative & Fine Arts Society	16	LGA 1972 S137	£150.00	
West Wilts Society of Model Engineers	17	LGA 1972 S137	£150.00	
Wiltshire Portage	18	LGA 1972 S137	£150.00	
Westbury U3A	19	LGA 1972 S137	£100.00	
Alzheimer's Support	20	LGA 1972 S137	£300.00	
Positive Action on Cancer	21	Did not apply	£0.00	
Carer Support Wiltshire	22	LGA 1972 S137	£350.00	

Leigh Park Community Centre	23	Did not apply	£0.00	SA
Victim Support	24	LG&RA 1997 S31	£100.00	
Leigh Park Play & Learn	25	Did not apply	£0.00	
White Horse Day Centre	26	LGA 1972 S137	£300.00	SE, CM
Trowbridge Sea Cadets	27	LGA 1972 S137	£100.00	
Westbury Lions	28	LGA 1972 S137	£300.00	
Westbury Mid week Skittles	29	LGA 1976 S19	£250.00	KH
West Wilts Special Needs Activity Scheme	30	LGA 1972 S137	£100.00	
Warminster Community Radio	31	LGA 1972 S137	£200.00	
Golden Oldies	32	LGA 1972 S137	£200.00	
Westbury & District Link Scheme	33	LGRA 1997 S26-29	£500.00	GK
C Company Rolling History	34	Did not apply	£0.00	
Cygnets Pre-school	35	Did not apply	£0.00	
Step-up Pre School	36	LGA 1972 S137	£100.00	
1st Westbury Scout Group	37	LGA 1972 S137	£350.00	
Splash Wiltshire	38	Did not apply	£0.00	
Relate Mid Wiltshire	39	LGA 1972 S137	£200.00	
West Wilts/Elblag Twinning	40	LGA 1972 S137	£100.00	
West Wilts Youth Sailing Association	41	LGA 1976 S19	£500.00	
1st Westbury Guides	42	LGA 1972 S137	£200.00	
Westbury United FC	43	LGA 1976 S19	£300.00	KH
Westbury Amateur Swimming Club	44	LGA 1976 S19	£500.00	DB
Bratton Toddlers Group	45	Did not apply	£0.00	
68 Sqn Westbury ATC	46	LGA 1972 S137	£500.00	SA
Wessex MS Therapy Centre	47	LGA 1972 S137	£100.00	
Westbury Music and Arts Festival	48	LGA 1972 S145	£300.00	IC
Westbury & District Cricket Club	49	LGA 1972 S19	£300.00	
2nd Westbury Brownies	50	LGA 1972 S137	£200.00	IC
			<b>£10,450.00</b>	

**APPROVED**

**T.3227**

**NOTICE of MOTION received from the Highways, Planning & Development Committee on 15<sup>th</sup> December 2014.**

**Speed Indicator Devices (SIDS).**

**Background:**

As part of setting the 2014-2015 Budget, Wiltshire Council approved the withdrawal of funding for deployment of SIDS. These have continued to be installed whilst discussions with the police have taken place to explore whether alternative funding could be identified within speed watch funding, but this approach was declined.



Wiltshire Council, through the Area Boards, is asking town and parish councils whether they consider these devices to be desirable and whether they would be prepared to contribute towards their continued use.

The annual cost of deployment is around £75,000, costing approximately £4,200 divided between town/parishes in each area Board per year.

Highways, Planning & Development Committee broadly supports the retention of SIDS, but is unable to recommend contributing towards the costs of maintaining this facility until final details are known.

**Motion:**

To consider whether to support funding continued deployment of speed indicator devices, subject to receiving details of final costs.

**It was agreed to suspend Standing Orders in order to allow Sally Hendry, Westbury Area Board Manager, to address the meeting, and she reported as followed:**

The Westbury Community Area Board has written to John Thomson, regarding this matter, as well as others in the county. Negotiations are ongoing with the Police, but it does now seem that if funding is not found, then their use will cease. SIDS are mainly used in Westbury in Eden Vale, Bitham Park, two sites in Warminster Road, The Ham, Westbury Leigh and The Mead. They are also being used in Bratton and Edington.

**It was resolved to reinstate Standing Orders.**

**APPROVED**

**T.3228**

**CLERK'S CORRESPONDENCE/MATTERS:**

- a. **Post Office Ltd.** The Ham Post Office – noted. The Clerk to write to The Post Office to enquire whether those services not available at The Ham Post, are, in fact, available at the town's main Post Office in the Co-op Supermarket, and not, as stated in their letter, only available at the College Road Post Office in Trowbridge
- b. **Resignation of Cllr Stephen Miles.** The vacancy notices are due to be posted on Friday, 9<sup>th</sup> January 2015.
- c. **Section 137 Expenditure.** This has been increased to £7.36 per elector.
- d. **Clerks & Councils Direct and SLCC Clerk.** Both these publications have featured articles on Westbury Town Council events.

**T.3229 THE LAVERTON INSTITUTE TRUST MANAGEMENT WORKING GROUP.** Report by Cllr D Bradshaw.

Cllr Bradshaw reported there had been 8,000 visitors to The Laverton last year.

**T.3230 A350 WORKING GROUP.** Report by Cllr M Sutton.

Following the fruitless meeting with Wiltshire Council, as reported at the meeting on 3<sup>rd</sup> November 2014, the Working Group is now in abeyance. However, it is proposed to write to the Secretary of State, explaining that the Town Council has requested Wiltshire Council to look further at the various alternatives to address transport issues on the A350 route at Westbury, but to no avail, and asking what he now suggests the Town Council should do.

**T.3231 COMMUNICATIONS BY THE TOWN MAYOR.** Nil.

**T.3232 INTERNAL AUDIT REPORT (INTERIM) 2014-2015.** The report by Auditing Solutions Ltd was received and noted.

**T.3233 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:

1 <sup>st</sup> December 2014	-	£21,642.17
5 <sup>th</sup> January 2015	-	£34,364.15

**T.3234 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.3235 STAFFING.**

**T.3236 It was resolved to return to open council.**

**9.04 pm**

**Signed on behalf of the Meeting  
this second day of March 2015**

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**Chairman**