

WESTBURY TOWN COUNCIL

AT THE ANNUAL MEETING OF THE TOWN COUNCIL HELD AT THE LAVERTON, BRATTON ROAD, WESTBURY ON WEDNESDAY, 7th MAY 2008 AT 7.00 PM.

PRESENT: Cllr C Finbow (Chairman).

Cllrs S Andrews, A Berrisford, M Cuthbert-Murray, Mrs G Denison-Pender, P Ezra, Mrs S Ezra, R Hawker, M Hawkins, D Hulin, Mrs C Mitchell, H Prickett, Mrs J Reed, I Taylor and D Windess; L J Fry (Clerk) and D K Mansell.

Also in attendance: Five members of the public

T.1842 PUBLIC FORUM:

Mr P Biggs:

- Non-attendance of a councillor at full Town Council meetings;
- Report on the Laverton;
- Mini-roundabout at end of Leigh Road;
- Update on the Market Place;
- Permanent planting of the flower beds outside the library;
- Coopers exit – cars failing to stop.

Mr R Stokes:

- Presented a petition that the Town Council should purchase and occupy the Old Town Hall.
The Chairman accepted the petition and said the Council could revisit its previous decision, namely a) the Council could not justify putting £500k on to the precept and also b) using the Old Town Hall as offices would take away from the retail viability of the Market Place.

Mr B Evans:

- The Town Council website, professional and easy to use. To add contact details for the councillors and missing profiles and remove out-of-date material;
- What is the current council's view of the route of the bypass?
- Laverton Hall - clarification of the redundancy payment made to the Hall Manager; the ring-fenced amount of £67k, will it be returned to the taxpayers?
- Public involvement during meetings;
- Content of minutes.

T.1843 ELECTION OF THE CHAIRMAN (TOWN MAYOR) FOR THE ENSUING YEAR, AND DECLARATION OF ACCEPTANCE OF OFFICE. Cllr M B Hawkins was unanimously elected as Town Mayor (Chairman) for the ensuing year. Cllr Hawkins then signed the Statutory Declaration of Acceptance of Office and immediately assumed the role of Chairman of the Council.

T.1844 APPOINTMENT OF THE TOWN MAYOR'S DEPUTY. Cllr Mrs S Ezra was unanimously appointed as the Town Mayor's Deputy for the ensuing year.

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- T.1845** **THANKS TO THE RETIRING TOWN MAYOR.** Cllr Hawkins spoke of Cllr Finbow's competence, sense of humour and his total commitment to the town; how, even through illness, Cllr Finbow had carried out his duties to the best of his abilities, and congratulated him on behalf of the Council.
- T.1846** **ACCEPTANCE OF APOLOGIES AND REASONS FOR ABSENCE.** Cllr F Morland – personal.
Cllr F de Rhé Philipe – clash of meetings.
- T.1847** **DECLARATIONS OF INTEREST.** Nil.
- T.1848** **POLICE REPORT.** To be forwarded to the Clerk and then circulated.
- T.1849** **WILTSHIRE COUNTY COUNCILLORS' REPORT.** Nil.
- T.1850** **COMMUNICATIONS BY THE INCOMING TOWN MAYOR.** Cllr Hawkins thanked all Members for their support and also for the support of those members of the public who regularly attend Council meetings.
- T.1851** **MINUTES.** Minutes of the Town Council Meeting held on the 3rd March 2008, the Minutes of the Extraordinary Meeting of the Council held on the 7th April 2008 and the Minutes of the Annual Town Meeting held on the 28th April 2008 were confirmed and signed by the Chairman.
- T.1852** **MATTERS ARISING.** Nil.
- T.1853** **APPOINTMENT OF COMMITTEES.** It was resolved that the Committees' membership be as follows:-
- General Purposes Committee:**
Town Mayor and Town Mayors Deputy (ex officio) and Cllrs Stephen Andrews, Adam Berrisford, Mike Cuthbert-Murray, Georgie Denison-Pender, Peter Ezra, Charlie Finbow and Ian Taylor.
- Highways, Planning & Development Committee:**
Town Mayor and Town Mayors Deputy (ex officio) and Cllrs Russell Hawker, Derek Hulin, Christine Mitchell, Francis Morland, Horace Prickett, Jackie Reed and David Windess.
- T.1854** **PLACE, DATES AND TIMES OF MEETINGS.** The following dates were confirmed and Members were reminded to enter them into their diaries as soon as possible:

2008

2009

TOWN COUNCIL:

7th July
1st September
3rd November

5th January
2nd March
27th April - Annual Town Meeting
6th May - Annual Town Council Meeting

GENERAL PURPOSES COMMITTEE:

2nd June
4th August
6th October
1st December

2nd February
6th April

HIGHWAYS, PLANNING & DEVELOPMENT COMMITTEE:

16th June
21st July
18th August
15th September
20th October
17th November
15th December

19th January
16th February
16th March
20th April
18th May

All meetings to be held in The Laverton at 7.00pm.

T.1855

APPOINTMENT OF REPRESENTATIVES ON OTHER BODIES.

Westbury Youth Service Committee: Cllrs C Finbow & R Hawker
Westbury Chamber of Commerce, Trade & Industry: Cllr Mrs S Ezra

Relate (West Wilts Marriage Guidance Council): Cllr R Hawker

Westbury District Twinning Association: Cllr H Prickett

Westbury Amateur Swimming Association: Cllr C Finbow

Westbury (Wilts) Welfare of the Elderly Association: Cllrs Mrs C L Mitchell & Mrs G Denison-Pender

Westbury By-Pass Action Group: Cllr I Taylor

Westbury By-Pass Alliance Group: Cllr R Hawker

Wiltshire Association of Local Councils: Mr L Fry

Leighton Sports Association: Cllr R Hawker

Westbury Heritage/Tourism Group: Cllr R Hawker

Westbury Cement Works Liaison Committee: Cllrs Mrs G Denison-Pender & H Prickett

Police Liaison Committee: Cllrs M B Hawkins & D Windess

Army Liaison Contact: Cllr Mrs G Denison-Pender

Westbury Town Trust: Mrs D Large & Mr P Ward

Wilts County Council Rights-of-Way Contact: Mr L Fry

West Wilts Show 2009 Committee: Cllrs C Finbow & H Prickett, Mr T Clements, Mr W Harding, Mr P Ward, Project Officer, and Mr L Fry

Westbury Area Health Forum: Cllrs R Hawker & S Ezra

Cont'd.....

Annual Town Council Meeting
07.05.08

Westbury Pub Watch: Cllr M Cuthbert-Murray

Elblag Twinning Association: Vacant

West Wilts Rail Users Group: Cllr H Prickett

Whitehorse Area Action Group: Cllr Mrs G Denison-Pender

Warminster & Westbury CCTV Committee: Town Mayor, Cllr M Cuthbert-Murray & Mr L Fry

Warminster & Westbury Historic Buildings Joint Committee:
Cllr Mrs G Denison-Pender

Westbury Heritage Society: Cllr I Taylor

68 (Westbury) Squadron ATC: Cllr A Berrisford

White Horse Children's Centre: Cllr S Andrews

T.1856 MEMBERSHIP OF WORKING GROUPS.

Car Parks Working Group - Cllrs P Ezra, R Hawker, H Prickett and I Taylor.

Christmas in Westbury Working Group - Cllrs Mrs G Denison-Pender, C Finbow and Mrs C Mitchell, the Project Officer and L Fry.

Five Towns Working Group - Cllrs R Hawker, M Hawkins, Mrs C Mitchell and H Prickett, the Project Officer and one co-opted member (WAAG).

The Laverton Institute Trust Management Committee - Cllrs P Ezra,

C Finbow, R Hawker, M Hawkins, H Prickett and I Taylor.

Westbury Recreation and Sports Facilities – Cllrs S Andrews, A Berrisford, Mrs G Denison-Pender, P Ezra and C Finbow. *(Cllr Hawker asked for his abstention to be noted on the revised membership of this working group.)*

Street Fair & Evening Concert 2008 – Cllrs Mrs J Reed and D Windess and co-opted members: Lions of Westbury, H Leach (Matravers) and Mr D Pickford.

Play Areas Working Group - Cllrs Mrs G Denison-Pender, C Finbow and Mrs C Mitchell.

Town Centre Viability Group – Cllrs A Berrisford, M Cuthbert-Murray, Mrs S Ezra and R Hawker.

Westbury Community Safety Group – Cllrs C Finbow and M Hawkins.

Westbury Tourism Group – Cllrs R Hawker, H Prickett and I Taylor. Co-opted member: Westbury Heritage Society.

T.1857 MINUTES OF COMMITTEES. The following minutes were received and noted:-

Highways, Planning & Development Committee	-	17.03.08
Highways, Planning & Development Committee	-	21.04.08
General Purposes Committee	-	07.04.08

T.1858 MATTERS ARISING. Nil.

T.1859 ADOPTION OF STANDING ORDERS. Adopted.

T.1860 WESTBURY TOWN NEIGHBOURHOOD TASKING GROUP. The letter sent out to residents by the Community Beat Manager was noted. Cllrs M Hawkins and C Finbow to attend the next meeting.

T.1861 TO EXTEND THE DELEGATED POWERS OF THE RECREATION & SPORTS FACILITIES WORKING GROUP TO EXPAND ON THEIR SUBMISSIONS TO WWDC ON THE PLAN AND REPRESENT THIS COUNCIL AT THE HEARING SESSIONS.

(Cllr Hawker declared a personal & prejudicial interest (family member has connection) and left the meeting before this item was discussed.)

Annual Town Council Meeting
07.05.08

Approved with a letter to be sent to the Examining Officer to advise names of participating councillors – S Andrews, G Denison-Pender, P Ezra and C Finbow.

T.1862 **INNOV8 - CLIMBING WALL. Vire from Innov8 to Christmas events, plus remaining £500.00 budget.** As Innov8 will not take place this summer, the transfer to Xmas events was approved.

T.1863 **REPORT BY THE LAVERTON INSTITUTE TRUST MANAGEMENT COMMITTEE.** Cllr Taylor gave the following report.

Staff:

Helen McKinnon, Hall Manager, and Peter Fergusson, Hall Attendant, left at the end of March. We thank them for their services and wish them well in the future.

Un-supervised hire of the Hall:

Two local organisations have committed to make regular use the Hall under the revised terms; a third will try it out on a one-off basis in the near future. The By-pass Public Enquiry will be held in the Hall for several weeks beginning mid-June. We will review this trial usage in October.

2008/09 financial forecast:

Due to reduced costs and maintained use of the Hall, the WTC subsidy should be much reduced compared to last year.

Repairs and alterations:

Damage to the roof valley is being repaired and a disabled-use lavatory is being formed on the first floor by using part of the existing ladies toilets.

Heritage Lottery Fund bid:

John Parker, WTC Project Manager is reviewing the possibility of raising a new bid to the HLF but has not yet reported to the LITMC.

Cllr Taylor offered to make himself available for a “question & answer” session for members of the public. Meeting to be arranged.

T.1864 **TO RE-APPOINT RBS AUDITING SOLUTIONS AS THE TOWN COUNCIL’S INTERNAL AUDITOR.** Agreed.

T.1865 **ANNUAL SUBSCRIPTIONS.** The following subscriptions were approved.

Wiltshire Association of Local Councils/NALC	-	£1075.00
Community Matters	-	£72.50
Community First	-	£34.00
Society of Local Council Clerks	-	£203.00
South West Regional Assembly	-	£293.75

T.1866 **TO APPROVE BUDGET TRANSFERS TO EAR MARKED RESERVES.** The following transfers were approved.

A/c Code		£
4030	Town Council Newsletter to new reserve	1,950.00
4034	Town Council Website to new reserve	800.00

Cont’d.....

4121	Town Twinning to EMR 341	500.00
4046	Equipment & small tools to EMR 329	700.00
4050	Bus shelter maintenance to EMR 329	540.00
4043	Maintenance – equipment to new reserve	1,500.00
4126	Summer Street Fair & Concert to new reserve	5,230.00
4085	Laverton Repairs and Maintenance to new reserve	2,440.00
4821	Capital contribution to upkeep of White Horse to new reserve.	500.00

T.1867 **CLERK’S CORRESPONDENCE:** Communication received from WWDC re proposed closure of BT phone boxes – response required before 30th May 2008. The Clerk was advised to refer this issue to HP&D 19th May 2008

T.1868 **PAYMENT OF ACCOUNTS.** On report by the Clerk and Responsible Financial Officer, it was unanimously 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:-

07.04.07	-	£34,472.12
07.05.07	-	£58,794.96

T.1869 **REPORT BY THE TOWN CLERK AND RESPONSIBLE FINANCIAL OFFICER.** Accounts are due to be audited (both internal & external) and will be presented at July’s Town Council meeting. The auditor has advised that Insurance Fidelity Cover be increased to £500k. Approved.

T.1870 **WEST WILTSHIRE DISTRICT COUNCILLORS.**
High Street Car Park: Cllr Hawker reported on the changes due to take place with the provision of long stay car parking on the lower levels (possible only part may be necessary). The Parking Order notice is being posted out this week followed by public consultation. Westbury Town Council was not on the list of statutory consultees but this has now been rectified. The subsidy for free car parking spaces currently paid to WWDC will need to be reviewed.

Delegation of Powers to Town/Parish Council: Cllr Sue Ezra advised that the next meeting is on 29th May 2008 and two Members should attend. The Clerk advised that two places had been booked and John Parker should attend as he is to prepare a report for the July Town Council meeting. Cllr S Andrews will take the second place.

T.1871 **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.1872 **STAFFING MATTERS. (Part II Item.)**

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T.1873 It was resolved and approved to go back into open council.

8.45 pm

Signed on behalf of the Meeting
this sixth day of July 2009

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Chairman

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