

WESTBURY TOWN COUNCIL

AT THE MEETING OF THE TOWN COUNCIL HELD AT THE LAVERTON, BRATTON ROAD, WESTBURY ON MONDAY, 2ND NOVEMBER 2009 AT 7.00 PM.

PRESENT: Cllr Mrs S Ezra (Chairman).

Cllrs S Andrews, A Berrisford (8.05 pm), W Braid, P Brown, M Cuthbert-Murray, R Hawker, M Hawkins, D Jones and W D Tout.

**Also in attendance: Sally Hendry, Community Area Manager for Westbury, Wiltshire Council
PC Jo Philpott, Community Beat Manager for Westbury
Wiltshire Cllr D Jenkins (8.30 pm)
Eight members of the public**

T.2111 PUBLIC FORUM:

Mr P Biggs

- Italian Market – 31st October 2009
- Permanent planting – Library/War Memorial flower beds

Mr B Evans

- Agenda item 9. – Public Forum.
- Agenda item 12. – Queen’s Diamond Jubilee 2012.

T.2112 ACCEPTANCE OF APOLOGIES AND REASONS FOR ABSENCE.

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| Cllr Mrs C Mitchell | - | Personal |
| Cllr C Finbow | - | Personal |
| Cllr D Windess | - | Personal |
| Cllr D Hulin | - | Clash of meetings |
| Cllr F Morland | - | Clash of meetings |
| Cllr Mrs G Denison-Pender | - | Personal |

T.2113 DECLARATIONS OF INTEREST.

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| Cllr S Andrews | - | Agenda item 9.b. – Personal & prejudicial (as subject of complaint). |
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Members with a personal and prejudicial interest withdrew from the meeting at the appropriate time.

T.2114 MINUTES. The Minutes of the Town Council Meeting held on the 7th September 2009 were confirmed and signed by the Chairman.

In addition, Cllr Hawker reported he had been appointed the Westbury Area Community Board representative to the Leigh Park Community Association. Cllr Andrews informed members that due to the decision

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by the Laverton Institute Trust Management Committee's decision to visit a further project, which may impact on the Project Officer's report on The Laverton delaying it beyond the 26th October 2009, it was decided to defer the Extraordinary Town Council until the 23rd November 2009.

T.2115 MATTERS ARISING FROM THE PREVIOUS MINUTES:

- a. **Westbury Visitor Centre (T.2099).** The Clerk reported he had been informed by the Heritage Society they will not be subject to a rent review until 2020, but that under their current lease will be liable to carry out redecoration in 2010.
- b. **Members' matters arising from the previous Minutes.** Nil.

T.2116 POLICE REPORT. PC J Philpott introduced herself as the new Community Beat Manager for Westbury, and reported on the following three priorities:

Mini-motorbikes and scramble bikes, Wellhead Woods. The Westbury Team has been patrolling the woods on a regular basis, and she particularly encouraged members of the public to telephone the police when they are aware of motorbikes being driven around the woods.

Parking in the Market Place. The Westbury Team is working with Wiltshire Council. There is an offence of driving on to the pavement, but the police have to catch the offender in the act of doing so in order to issue a ticket.

Speeding – Newtown and Alfred Street. The Westbury Team is working with the newly formed Speedwatch.

PC Philpott explained the seemingly alarming increase of 89% shown recently on the 'Status of Crime in Westbury' website. The increase can be attributed to calls received relating to motorbikes using Wellhead Woods; the recent problems with a group of people drinking in the Market Place, which have now been successfully dealt with; and a large number of hoax calls received from a resident with mental health issues, who has now been moved to residential care.

T.2117 WILTSHIRE COUNCILLOR'S REPORT. Cllr Hawker reported on the forthcoming consultation on Wiltshire Council's Core Strategy. An exhibition will be held on 25.11.09 at The Laverton where the main policies will be presented with officers on hand to answer questions. A further consultation in February 2010 will take place when more detailed policies will be put forward.

T.2118 MINUTES OF COMMITTEES. Following slight amendment to GP Minute G.1467, the Minutes were received and noted.

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| Interim Highways, Planning & Development Committee | - | 07.09.09 |
| Highways, Planning & Development Committee | - | 21.09.09 |
| Highways, Planning & Development Committee | - | 19.10.09 |
| General Purposes Committee | - | 05.10.09 |

T.2119 MATTERS ARISING. Nil.

T.2120 PUBLIC FORUM.

- a. A report was presented by the Public Forum Working Group, and decisions on recommendations submitted were made as follows:
 - i. **To resolve that the time period for individual members of the public to be allowed to speak be reduced from five to three minutes.** Refused.
 - ii. **To resolve that the total time allowed for the public Forum be reduced from thirty minutes to twenty minutes.** Refused.
 - iii. **To adopt the recommendations of the working group, as amended, if required by the previous resolutions.** The Public Forum Guidance Notes were adopted as presented, and without amendment.
- b. A letter received from Mr B Evans dated 15th October 2009, concerning the public form, was considered by the meeting. Cllr Andrews made a statement, and then left the room. Following discussion, it was unanimously agreed to note his comments (letter). Further, a copy of the Public Forum page regarding meeting 06.07.2009 be forwarded.

T.2121 INTERNAL AUDIT 2009-2010: FIRST INTERIM REPORT:

- a. **To consider the recommendation made under R1, that Members should look at the need for retention of five separate bank accounts and also examine opportunities for achieving an improved rate of interest, even in the current state of the financial markets.** It was agreed to close the Bank of Ireland, NatWest and RBS current accounts, and to retain the Lloyds TSB current account for day to day business and the HSBC current account should it be decided in future to place all The Laverton Institute Trust funding into a separate Town Council account to assist in grant funding applications. Furthermore, it was agreed to place funds not immediately required into a Scottish Widows Business 7 Day Notice account, currently earning 2% interest on £50,000 and above.

b. **R.2 To ensure that a composite set of documented financial procedures is put in place in advance of the current Clerk's retirement.** Agreed.

R.3 To improve the preparation and matching of trader invoices to official orders to ensure that all expenditure is appropriately authorised. Agreed.

T.2122 TWO MINUTES SILENCE. The following resolution put by Cllr Tout was agreed:

“That at the first meeting in November, be it full council or committee, a Two Minutes Silence is held before the commencement of the meeting to remember ALL those persons who lost their lives during the Great War, Second World War and subsequent armed conflicts.”

T.2123 QUEEN'S DIAMOND JUBILEE 2012. Following a resolution put by Cllr Cuthbert-Murray, it was agreed to form a working group to consider how to mark the Queen's forthcoming Diamond Jubilee, and the following councillors were appointed to sit on the group:

Cllrs Berrisford, Brown, Cuthbert-Murray, Hawkins, Jones and Tout.

T.2124 UNION JACK. Following consideration of a resolution put by Cllr Cuthbert-Murray, the Clerk was instructed to research a safe and practical method of flying at all times both the Union Jack and St George's flag at The Laverton.

T.2125 TO APPROVE THE AUDITED ANNUAL REPORT AND ACCOUNTS OF THE LAVERTON INSTITUTE FOR 2008-2009. This item was deferred until the Extraordinary Town Council meeting on 23rd November 2009.

T.2126 CLERK'S CORRESPONDENCE:

Mr M R Pearce – Westbury Area Music Festival. Noted.

T.2127 THE LAVERTON INSTITUTE TRUST MANAGEMENT COMMITTEE. Cllr Andrews reported that a presentation on the future proposals for The Laverton will be included in the Extraordinary Town Council meeting on the 23rd November 2009, details of which will be published in the White Horse News nearer the time.

T.2128 TOWN CENTRE VIABILITY GROUP. Nil.

T.2129 Standing Orders were suspended, and Rev Burke was invited to address the meeting.

T.2130 **BA13 COMMUNITY PARTNERSHIP.** Work is continuing on the new Community Plan for the area, one of the main areas being transport issues. The next meeting will be in January, and committees will be held quarterly with a topical subject for discussion at each meeting.

T.2131 Standing Orders were reinstated.

T.2132 **WESTBURY TOURISM GROUP.** Nil.

T.2133 **COMMUNICATIONS BY THE TOWN MAYOR.** Nil.

T.2134 **ACCOUNTS:**

a. **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:-

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| 5 th October 2009 | - | £13,927.03 |
| 2 nd November 2009 | - | £15,160.80 |

b. **Monthly Statement.** Agreed.

T.2135 **SUGGESTED BUDGET BIDS 2010/2011:**

“Parish Councillor’s Guide” (New publication) – cost £340.00 for 25 copies. Refused – can be obtained via the internet.

T.2136 It was resolved that, in view of the confidential nature of the business about to be transacted, the public and press be instructed to withdraw.

T.2137 **STAFFING MATTERS (Part II Item).**

T.2138 It was resolved to return to open Council.

9.05 pm

**Signed on behalf of the Meeting
this fourth day of January 2010**

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Chairman