



# CHIPPENHAM TOWN COUNCIL

Improving the quality of town life

## FULL COUNCIL

Minutes of a meeting of the Full Council held in the Town Hall on Wednesday 22 March 2023 at 7.00 pm.

**COUNCILLORS:**

Desna Allen	Liz Alstrom (Chair)	Declan Baseley (Vice-Chair)
James Bradbury	Jenny Budgell	Pete Cousins
William Douglas	Robert Giles	Angie Litvak-Watson
Kathryn Macdermid	Conor Melvin	Andy Phillips
Nina Phillips	David Poole	John Scragg
Matthew Short	George Simmonds	Myla Watts

**OFFICERS:**

Mark Smith, Chief Executive  
Nick Rees, Director of Resources  
Matt Kirby, Director of Community Services  
Heather Rae, Head of Democratic Services

**PUBLIC PRESENT:** There were 2 members of the public present

**PUBLIC QUESTIONS:** There were no public questions

### Not part of this meeting

A representative from the Civic Society and Friends of Chippenham Museum gave a presentation before the meeting regarding early stage plans for a Public Artwork proposal in Chippenham. The subject of the Artwork would be Chippenham's Community Spirit, inspired by a museum exhibition and subsequent research into the care shown to WW1 wounded soldiers recovering in the temporary hospital in the Town Hall.

### 84. APOLOGIES FOR ABSENCE

Apologies were received from Councillor Clare Cape due to being on holiday, Councillor Gemma Grimes due to work commitments, Councillor Nick Murry due to another commitment, Councillor Nic Puntis due to being on holiday, Councillor Chris Ruck due to work commitments, and Councillor Hayley Wilson due to another commitment.

### 85. DECLARATION OF INTEREST

There were no declarations of interest.

86. **MINUTES**

The minutes from the meeting held on 11 January 2023 were proposed by Councillor Desna Allen, seconded by Councillor Robert Giles and with all in favour, it was;

**RESOLVED that:**

The minutes from the meeting held on 11 January 2023 were approved as a correct record and were signed by the Chair.

87. **MAYOR'S ANNOUNCEMENTS**

- i. The Mayor highlighted the charity fundraising event of the year on Saturday 29th April 2023. The event will support the Mayoral charities: Heals and Wiltshire Air Ambulance. The theme is a midsummer night's dream, a costumed masquerade event. The main event includes a drinks reception, dinner, live entertainment, live music, and a DJ music set. There are also tickets to the 'afterparty' only, with live music and the DJ set. Tickets are on sale, available on the Neeld website and social media. In addition to the cash raffle on the night, the Mayor announced the donation of 2 tickets to Boomtown festival, their value is c.£600, and they will be the prize for a grand raffle available to purchase at a cost of £10 per ticket. The Mayor thanked all in advance for their support of this event.
- ii. The list of engagements undertaken by the Mayor and Deputy Mayor since the last Council meeting held on Wednesday 11 January 2023 were noted.

88. **POLICE REPORT**

The Sergeant updated on the current policing priorities within the Chippenham area including engagement with schools and council meetings, attending Eco Future Fest to security mark bikes, anti-social behaviour, and continuing to be passionate about policing the local area.

Councillors raised issues including increased police presence in the town, special measures, the Community Safety Forum and anti-social behaviour at Saddlers Mead car park. The Sergeant highlighted a focus on improved victim contact and support and the importance of reporting crimes to 101 so that the police are aware.

The Chair thanked the Sergeant for attending the meeting and answering Councillor questions.

**RESOLVED that:**

The update be noted.

89. **COMMITTEE MINUTES**

a. **Amenities, Culture & Leisure Committee**

The minutes of the meeting held on 18 January 2023 were presented by Councillor Declan Baseley with all matters resolved.

b. **Planning, Environment & Transport Committee**

The draft minutes of the meetings held on 05 January, 26 January, and 16 February 2023 were presented by Councillor Conor Melvin with all matters resolved.

c. **Strategy and Resources Committee**

The draft minutes of the meeting held on 15 February 2023 were presented by Councillor Desna Allen with all matters resolved.

d. **Human Resources**

The draft minutes of the meeting held on 23 February were presented by Councillor Desna Allen with all matters resolved.

90. **YOUTH COUNCIL MINUTES**  
**RESOLVED that:**

The notes from the Youth Council meetings held on 31 January and 21 February 2023 were noted.

91. **REQUEST FOR FINANCIAL SUPPORT FROM WESTBURY TOWN COUNCIL**

The Director of Community Services presented the report updating on the previous decision made and conditions set by Council not being met. It was noted that the Secretary of State had not called in the application and no further information had been received from Westbury Town Council. It was confirmed that Council were not being asked to rescind their previous decision but to consider that criteria had not been met and whether a financial contribution still be made to Westbury Town Council. With the majority in favour, it was;

**RESOLVED that:**

Council agreed to a financial contribution of £1000 towards Westbury Town Council's legal costs in relation to this matter.

92. **FREEDOM OF THE TOWN RENEWAL**

The Head of Democratic Services presented the report regarding the re-support of Freedom of the Town for 9 Regiment RLC and the potential to hold a celebratory event to mark this. Councillors supported fostering the good relationship between the Council and 9 Regiment RLC and a positive event for the people of Chippenham to enjoy. With the majority in favour, it was;

**RESOLVED that:**

i) Council re-supported the existing 'Freedom of the Town' honour for 9 Reg. RLC and endorsed this to include any future changes to the make up or naming of 9 Reg. RLC.

ii) Council agreed to hold a celebratory event at a suitable time within operational commitments of the Regiment and the Council to celebrate the renewed links and for 9 Reg. RLC to parade through the Town.

iii) The details of the award and event be delegated to the Chief Executive.

93. **SIX MONTH RULE: CONSIDERATION OF REASON FOR ABSENCE**

**RESOLVED that:**

The Head of Democratic Services confirmed that this item was not required.

94. **COUNCILLOR MOTIONS**

**Councillor Motion 1**

Councillor Desna Allen introduced a motion relating to writing to Wiltshire Council about the recent re-charging of elections to town and parish councils, this was seconded by Councillor Liz Alstrom. Councillors supported a letter to register dissatisfaction at the change. With all in favour, it was;

**RESOLVED that:**

The Chief Executive be requested to write to the Chief Executive at Wiltshire Council on behalf of Chippenham Town Council, referring to this motion and the decision of Full Council to support this motion, expressing the town council's dissatisfaction that Wiltshire Council have now decided to pass on the cost of elections and the democratic process at parish council level to the parish councils. The letter shall also ask Wiltshire Council to reconsider the decision and make the points as set out in the motion.

**Councillor Motion 2**

Councillor Declan Baseley introduced a motion relating to investigating the installation of water drinking fountains in the town, this was seconded by Councillor James Bradbury. Councillors highlighted issues of litter, water waste and destruction that could take place over time but supported further investigation into the potential options. With the majority in favour, it was;

**RESOLVED that:**

i) Officers investigate the potential costs of procuring and installing free-to-use public drinking fountains and bottle refill stations propose suitable locations and liaise with Wessex Water about potential funding for supply, installation and maintenance.

ii) Officers present a report to a future meeting of the Amenities Culture & Leisure Committee (ACL), that sets out the costs of procuring and installing free to use public drinking fountains and bottle refill stations and potential locations.

iii) Based on the recommendation of ACL, any additional budget requirement is brought back to a future meeting of Full Council for approval, given that there is no provision in either the approved Income and Expenditure budget for 2023/2024 or the council's capital programme for this activity.

95. **NEIGHBOURHOOD PLAN UPDATE**

The Director of Community Services presented the report on behalf of the Head of Planning updating Councillors on the progress of the Chippenham Neighbourhood Plan since the last update in January 2023. It was noted that based on current estimates the Plan will be submitted to Wiltshire Council in May 2023, there are aspects outside the control of the Town Council once the Plan is submitted, the referendum is expected in November 2023 or in early 2024.

**RESOLVED that:**

Councillors noted the report.

96. **DORSET & WILTSHIRE FIRE AND RESCUE AUTHORITY, WILTSHIRE LOCAL PERFORMANCE & SCRUTINY COMMITTEE**

**RESOLVED that:**

Councillors noted the future dates of the Dorset & Wiltshire Fire and Rescue Authority, Wiltshire Local Performance & Scrutiny Committee:

Thursday 1 June 2023, 10am-12noon

Thursday 31 August 2023, 10am-12noon

Thursday 30 November 2023, 10am-12noon

Thursday 29 February 2024, 10am-12noon

Wednesday 5 June 2024, 10am-12noon

Further information available on their website:

<https://www.dwfire.org.uk/fire-rescueauthority/meetings/local-performance-scrutinycommittee-wiltshire/>

97. **COUNCILLOR'S FEEDBACK**

i. There were no updates from Town Councillors on significant work they are involved with.

ii. The following updates were given from Town Councillors nominated to outside bodies on significant work they are involved with:

Councillor John Scragg updated on the activities of the Wiltshire Association of Local Councils (WALC) and the recent Executive Committee meeting. It was noted, there had been some criticism of

performance of WALC due to there being no County Secretary for some time but this post is now filled and improvements have been made. The level of representation from parish councils at the Executive Committee meetings could still be improved.

Councillor Jenny Budgell updated on the activities of Chippenham Borough Lands Charity (CBLC), the play area next to the Arc in Westmead is open and the Environmental Services Team were thanked for carrying out checks on the play area.

- iii. The following update was given from Wiltshire Councillors on significant work they are involved with:

An update was read out on behalf of Councillor Clare Cape, as a member of the Health Select Committee: “at the end of last year I asked for a fully holistic approach to reviewing the health and social care position. The ambulance and A&E issues are familiar however a better understanding of the contribution of delayed transfers, workforce, elective care wait lists and access to primary care are needed, alongside use of Minor Injury Units, community hospitals, 111 and dental access are part of the picture. An enquiry day, with the Integrated Care Board, will be held during the spring to review the performance data across the “whole system”; and look at opportunities for improvements including alongside voluntary organisations. I will report again afterwards.”

- iv. There were no Committee or Sub-Committee membership changes.
- v. There were no CIL projects suggested to be funded by the 85% of CIL that Wiltshire Council retain.

#### 98. **ITEMS FOR COMMUNICATION**

There were no items for communication requested. Councillors suggested that the Youth Council be informed of the Councillor motions.

#### 99. **DATE OF NEXT MEETING**

The next meeting of Full Council will be the Annual Council Meeting held at 7pm on Wednesday 17 May 2023.

The Chair closed the meeting.

The meeting closed at 8.07 pm.

These minutes are subject to confirmation at the next meeting.

Signed on behalf of the Town Council as a true record of the meeting.

Signature

Date