



CHIPPENHAM TOWN COUNCIL

Improving the quality of town life

20 March 2024

To Councillors:

Desna Allen

Declan Baseley (Chair)

Matthew Bragg

Clare Cape

William Douglas

Gemma Grimes

Kathryn Macdermid

Nick Murry

David Poole

John Scragg

George Simmonds

Myla Watts

Liz Alstrom

James Bradbury

Jenny Budgell

Pete Cousins

Robert Giles

Angie Litvak-Watson

Conor Melvin (Vice-Chair)

Andy Phillips

Nic Puntis

Matthew Short

Adam Ward

Hayley Wilson

Meeting of Full Council - Wednesday 27 March 2024

Dear Councillor,

PLEASE NOTE THAT A **CONFIDENTIAL BRIEFING FOR COUNCILLORS ONLY** WILL BE GIVEN PRIOR TO THIS MEETING REGARDING PROPOSALS FOR DEVELOPMENT OF EMERY GATE, CHIPPENHAM. THIS PRESENTATION WILL BEGIN AT 5.45PM AND WILL FINISH BY 6.45PM.

You are summoned to attend a meeting of Full Council to be held in the Town Hall on Wednesday 27 March 2024 commencing at 7.00 pm for transaction of the business given in the Agenda attached.

Please note members of the public are invited to address the council at this meeting at 7pm. Members of the public are requested to send their public question to enquiries@chippenham.gov.uk by 12pm on the day before the meeting and confirm whether they will be in physical attendance or require an officer to read out the question on their behalf. Priority of physical attendance will be given to the press and those that have sent their public question in advance and will read it out, remaining seats will be allocated on a first come first served basis. Alternatively, anyone who wishes to watch the meeting only can do so via this link:

<http://youtube.com/channel/UCLhKQ0VMR7-mu7GvGYO3uGg/live>

Yours sincerely,

Mark Smith MBA LLB (Hons) CMgr FCMI FSLCC
Chief Executive

All council meetings are open to the public and press

RECORDING OF PUBLIC COUNCIL MEETINGS

Recording and using social media is permitted at Council meetings which are open to the public. Please note that Chippenham Town Council will be streaming this meeting to YouTube, the video recording will be available in the public domain for six months.

7pm - PUBLIC QUESTION TIME (not to exceed 30 minutes)

The public are welcome to make representations, ask questions and give evidence at a meeting which they are entitled to attend in respect of the business on the agenda.

Any individual representation is limited to no more than 3 minutes. The Chair will call the representation from those who are indicating that they wish to speak; written representations can also be received in advance of the meeting. A record of any public participation session shall be included as an appendix to the Minutes.

Agenda

Full Council - Wednesday 27 March 2024

	Wards affected	Page no.
1. <u>APOLOGIES FOR ABSENCE</u>		
To receive any apologies for absence.		
2. <u>DECLARATION OF INTEREST</u>		
All Members of the Town Council are reminded to declare any pecuniary or non-pecuniary interests they may have in any business of the Council, its Committees or Sub-Committees, in accordance with the latest approved Code of Conduct. Councillors are reminded to declare any dispensation granted in relation to any relevant matter.		
3. <u>MINUTES</u>		7 - 14
To receive the draft minutes of the Council meeting held on Wednesday 10 January 2024. Minutes require a proposer and seconder for approval (copy attached).		
4. <u>MAYOR'S ANNOUNCEMENTS</u>		15 - 16
i. To receive any announcements from the Mayor.		
ii. To receive a list of engagements undertaken by the Mayor and Deputy Mayor since the last Council meeting held on Wednesday 10 January 2024 (copy attached).		

5. **POLICE REPORT**

To receive a verbal update from Wiltshire Police.

6. **COMMITTEE MINUTES**

The Chair invites all Councillors to raise any queries or questions on the work being undertaken by Committees, purely for information only. To receive the following:

- a. **Amenities, Culture & Leisure Committee**
The draft minutes of the meetings held on 17 January and 06 March 2024 (previously circulated).
- b. **Planning, Environment & Transport Committee**
The draft minutes of the meetings held on 04 January, 25 January, 15 February and 07 March 2024 (previously circulated).
- c. **Strategy and Resources Committee**
The draft minutes of the meeting held on 28 February 2024 (previously circulated).
- d. **Human Resources**
The draft minutes of the meeting held on 22 February 2024 (previously circulated).

7. **COMMUNITY SAFETY FORUM NOTES**

17 - 34

To receive the notes from the Community Safety Forum meeting held on 05 December 2023 for information only (copy attached).

8. **YOUTH COUNCIL MINUTES**

35 - 38

To receive the minutes from the Youth Council meetings held on 16 January and 20 February 2024 for information only (copies attached).

To consider the following items:9. **REVISION TO INVESTMENT STRATEGY**

All Wards

39 - 50

To receive and consider a report from the Director of Resources, Responsible Financial Officer, regarding the adoption of a revised Investment Strategy following a recommendation

	Wards affected	Page no.
from the Strategy and Resources Committee on 28 February 2024 (copy attached).		
10. <u>WAR MEMORIAL - PHASE 3 RENOVATIONS</u>	All Wards	51 - 54
To receive and consider a report from the Director of Community Services regarding a proposal for unbudgeted expenditure to carry out restoration works to the War Memorial following a recommendation from the Amenities, Culture and Leisure Committee on 06 March 2024 (copy attached).		
11. <u>CONSULTATION OF DRAFT COMMUNITY SAFETY PLAN 2024-28 (DORSET & WILTSHIRE FIRE AND RESCUE AUTHORITY)</u>	All Wards	55 - 136
To receive and consider a report from the Head of Democratic Services regarding a response to Dorset & Wiltshire Fire and Rescue Authority's consultation on their draft Community Safety Plan 2024-28 (copy attached).		
<u>To note the following items, questions for clarification purposes only:</u>		
12. <u>NEIGHBOURHOOD PLAN UPDATE</u>	All Wards	137 - 142
To receive a report from the Head of Planning updating Councillors on the progress of the Neighbourhood Plan (copy attached).		
13. <u>URGENT ACTION FORMS</u>		143 - 160
To receive urgent action forms relating to decisions made under delegated authority by the Chief Executive for information (copies attached):		
i) Community Governance Review Response		
ii) Minor Changes to Memorandum of Understanding		
14. <u>COUNCILLOR'S FEEDBACK</u>		
i. To receive feedback from Town Councillors on significant work they are involved with including ward work.		
ii. To receive feedback from Town Councillors nominated by the Council to outside bodies on significant work they are involved with.		

- iii. To receive feedback from Wiltshire Councillors on significant work they are involved with.
- iv. To receive any updates on meeting membership changes from the Democratic Services Team.
- v. To receive ideas for potential Community Infrastructure Levy (CIL) projects funded by the 85% of CIL that Wiltshire Council retain from development within Chippenham to be forwarded to Wiltshire Council by the Chief Executive.

15. **ITEMS FOR COMMUNICATION**

To consider any items for communication and any items to be consulted with the Youth Council.

16. **DATE OF NEXT MEETING**

The next meeting of Full Council will be the Annual Council meeting held at 7pm on Wednesday 15 May 2024.