



CHIPPENHAM TOWN COUNCIL

Improving the quality of town life

FULL COUNCIL

Minutes of a meeting of Full Council held in the Town Hall on Wednesday 23 March 2022 at 7.00 pm.

COUNCILLORS:

Desna Allen	Declan Baseley	James Bradbury
Jenny Budgetell	Clare Cape	William Douglas
Robert Giles	Gemma Grimes	Angie Litvak-Watson
Kathryn Macdermid	Nick Murry	Andy Phillips
David Poole	Chris Ruck	John Scragg (Chair)
Matthew Short	George Simmonds	Hayley Wilson

OFFICERS:

Mark Smith, Chief Executive
Nick Rees, Director of Resources
Matt Kirby, Director of Community Services
Andy Conroy, Head of Planning
Heather Rae, Head of Democratic Services
Jess Mantell, Democratic Services Officer
Ciaran Howell, Technician

PUBLIC PRESENT: There were five members of the public present

PUBLIC QUESTION TIME

There were five written public questions and one verbal public question from members of the public which are appended to these minutes at **APPENDIX A**. Unless indicated otherwise, the responses to these questions were not part of the meeting but are appended to these minutes at **APPENDIX B**.

85. **APOLOGIES FOR ABSENCE**

Apologies were received from Councillor Liz Alstrom due to ill health, Councillor Pete Cousins due to family commitments, Councillor Nina Phillips due to medical reasons and Councillor Myla Watts with no reason given.

86. **DECLARATION OF INTEREST**

There were no declarations of interest.

87. **MINUTES**

The minutes from the meeting held on 12 January 2022 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 12 January 2022 were approved as a correct record and were signed by the Chair.

88. MAYOR'S ANNOUNCEMENTS

- i. a) The Mayor highlighted that tickets were on sale for a quiz night with an array of raffle prizes available to win in aid of the Mayoral Charity, Sight Research UK.

b) The Mayor thanked Jess Mantell, the Democratic Services Officer for her time spent at Chippenham Town Council. Jess had been an invaluable member of the team and supported various Council meetings and Councillors. Specifically, Jess administered the Council's Planning, Environment and Transport Committee, Neighbourhood Plan Steering Group, supported the roll out of Councillor tablets, email addresses and Modern.Gov to a very high standard. Attendees showed their appreciation with a round of applause.

c) The Mayor wished Councillor Clare Cape Happy Birthday.
- ii. The list of engagements undertaken by the Mayor and Deputy Mayor since the last Council meeting held on Wednesday 12 January 2022 were noted. It was noted that one event at Calne was cancelled due to COVID.

89. POLICE REPORT

The Sergeant updated on the current policing priorities within the Chippenham area including anti-social behaviour, criminal damage, decreased bike thefts, drugs and county lines, speeding, child exploitation, and supporting the White Ribbon Initiative.

Councillors thanked the Police Community Support Officers for coming out to housing estates not just in the town centre. The Chair thanked the Sergeant for attending the meeting and answering Councillor questions.

RESOLVED that:

The update be noted.

90. COMMITTEE MINUTES

- a. **Amenities, Culture & Leisure Committee**
The minutes of the meeting held on 05 January 2022 were presented by Councillor James Bradbury with all matters resolved.
The minutes of the meeting held on 02 March 2022 were presented by Councillor Declan Baseley with all matters resolved.

- b. **Planning, Environment & Transport Committee**
The draft minutes of the meetings held on 06 January, 27 January, 17 February and 10 March 2022 were presented by Councillor Gemma Grimes with all matters resolved.
- c. **Strategy and Resources Committee**
The draft minutes of the meeting held on 16 February 2022 were presented by Councillor Desna Allen with all matters resolved.
- d. **Human Resources**
The draft minutes of the meeting held on 24 February 2022 were presented by Councillor Desna Allen with all matters resolved.

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

The notes from the Youth Council meetings held on 11 and 25 January, 08 and 22 February 2022 were noted.

92. **ADOPTION OF THE CORPORATE STRATEGIC PLAN 2022 - 2026**

The Head of Corporate Support presented the report regarding the adoption of the Corporate Strategic Plan for 2022 to 2026. With all in favour, it was;

RESOLVED that:

The Corporate Strategic Plan for 2022-2026 be adopted.

93. **CLIMATE EMERGENCY FUND REPORT**

The Director of Resources presented the report for Councillors to consider setting up a Climate Emergency Fund. It was noted that the fund would be awarded through a 'Council Donations Sub Committee' with two separate budgets which would replace the existing Community Donations Sub Committee. New Terms of Reference would be determined by the Strategy and Resources Committee before the first meeting. With all in favour, it was;

RESOLVED that:

Councillors agreed to establish a pilot Climate Emergency Fund of £10,000 which was included in the approved revenue expenditure budget for 2022/23.

94. **APPROVAL OF INVESTMENTS STRATEGY**

The Director of Resources presented the Investments Strategy which had been recommended by the Strategy and Resources Committee on 08 December 2021. It was noted that the Council's Internal Auditor had confirmed support of this strategy. With all in favour, it was;

RESOLVED that:

Councillors adopted the Investments Strategy.

95. **LOCAL AUTHORITY REMOTE/HYBRID MEETINGS**

Councillors considered the motion, with all in favour, it was;

RESOLVED that:

i) Chippenham Town Council supported the petition launched by the Association of Democratic Services Officers (ADSO) and Lawyers in Local Government (LLG) on 5 January with regard to remote and hybrid meetings. We agree to write to the Secretary of State for Levelling Up, Housing and Communities calling on the Government to change the law to allow councils the flexibility to hold such meetings when they deem appropriate within agreed rules and procedures.

ii) The Chief Executive be delegated authority to write to the Secretary of State for Levelling Up, Housing and Communities to outline support of the petition.

96. **NEIGHBOURHOOD PLAN STEERING GROUP VACANCY**

The Mayor sought nominations for a Councillor vacancy on the Neighbourhood Plan Steering Group. Councillor Declan Baseley was nominated by Councillor Nick Murry, with no further nominations and all in favour, it was;

RESOLVED that:

Councillor Declan Baseley be nominated to the Neighbourhood Plan Steering Group.

97. **APPOINTMENT TO OUTSIDE BODY: TWINNING**

The Mayor sought nominations for an outside body Councillor vacancy on the Twinning Association. Councillor Clare Cape was nominated by Councillor Jenny Budgell, with no further nominations and all in favour, it was;

RESOLVED that:

Councillor Clare Cape be nominated to the Twinning Association as an outside body Councillor representative.

98. **APPOINTMENT TO OUTSIDE BODY: VICAR AND CHURCHWARDENS OF ST ANDREW'S CHARITY**

The Mayor sought nominations for an outside body vacancy as trustee on the Vicar and Churchwardens of St. Andrew's Charity until April 2023.

Councillors supported the nomination of Mrs Ruth Lloyd put forward by St. Andrew's Church. It was proposed by Councillor Jenny Budgell, seconded by Councillor Clare Cape, with no further nominations and all in favour, it was;

RESOLVED that:

Mrs Ruth Lloyd be nominated as trustee on the Vicar and Churchwardens of St. Andrew's Charity until April 2023.

99. **REVIEW OF CORPORATE STRATEGIC PLAN 2018 - 2022**

The Head of Corporate Support presented the report on the progress and outputs of the Corporate Strategic Plan for 2018-2022.

RESOLVED that:

Councillors noted the final progress report on the Corporate Strategic Plan for 2018-2022.

100. **NEIGHBOURHOOD PLAN UPDATE**

The Head of Planning updated Councillors on the progress of the Chippenham Neighbourhood Plan since the last update in January 2022. The Regulation 14 Consultation Questionnaire will be open until 12 April 2022. There are hard copies of the draft plan available in the foyer of the Town Hall, at the Museum and Stanley Park Sports Ground. The consultation had been advertised on social media, the Town Council and Neighbourhood Plan websites and a press release had been issued. The Head of Planning presented the draft plan to the Area Board and Youth Council.

RESOLVED that:

Councillors noted the report.

101. **CALENDAR OF MEETINGS AND CIVIC EVENTS 2022 - 2023**

The Head of Democratic Services presented the report regarding the Calendar of Meetings and Civic Events for 2022/23. It was noted that the existing dates of the Community Donations Sub Committee would remain the same once the Sub Committee was changed to the 'Council Donations Sub Committee'.

RESOLVED that:

Councillors noted the report.

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

RESOLVED that:

The dates of the Dorset and Wiltshire Fire and Rescue Authority, Wiltshire Local Performance and Scrutiny Committee were noted.

103. **2023 REVIEW OF PARLIAMENTARY BOUNDARY CONSTITUENCIES**
RESOLVED that:

The 2023 Review of Parliamentary Boundary Constituencies was noted.

104. **DELEGATED DECISIONS - URGENT ACTION FORMS**
RESOLVED that:

The delegated decision, urgent action forms be noted.

105. **COUNCILLOR MOTIONS**

1. Councillor motion from Councillors Matthew Short, Gemma Grimes, Angie Litvak-Watson and Nick Murry proposing a reduction in the hire fee for the Folk Festival.

Councillor Matthew Short presented the Councillor motion, it was seconded by Councillor Nick Murry. Councillors questioned the funding of this reduction in hire fee, the Chief Executive confirmed that there would be £2000 less income than expected in the approved budget 2022/23.

Under Standing Order 16.2 a recorded vote was requested and taken:

In favour

Cllr Desna Allen
Cllr Declan Baseley
Cllr James Bradbury
Cllr Jenny Budgell
Cllr Clare Cape
Cllr Robert Giles
Cllr Gemma Grimes
Cllr Angie Litvak-Watson
Cllr Kathryn Macdermid
Cllr Nick Murry
Cllr Andy Phillips
Cllr David Poole
Cllr Chris Ruck
Cllr John Scragg
Cllr Matthew Short
Cllr George Simmonds
Cllr Hayley Wilson

Total: 17

Against

None

Total: 0

Abstention

Cllr Bill Douglas

Total: 1

Council noted:

i) The Chippenham Folk Festival is a valuable cultural, music and arts event that benefits our town and our community, which we wish to see continue;

ii) The Festival Board is considering whether or not the Folk Festival should go

ahead and has asked the Town Council for support to help ensure that it can;

iii) There is a risk that if it doesn't go ahead in 2022, the Folk Festival's future would be in jeopardy and it may be permanently lost to the town.

With the majority in favour, it was;

RESOLVED that:

i) Council agreed that the Town Council offer its support to the Chippenham Folk Festival Board's request by halving the hire fee;

ii) Council agreed that the Town Council help to promote the Folk Festival events via the Council's website, social media and noticeboards.

2. Councillor motion from Councillors Gemma Grimes, Angie Litvak-Watson and Nick Murry requesting investment from Wiltshire Council in the Olympiad Centre.

Councillor Gemma Grimes presented the Councillor motion, it was seconded by Councillor Nick Murry. It was noted that Wiltshire Council were now responsible for the day to day management of the Olympiad Centre.

Under Standing Order 16.2 a recorded vote was requested and taken:

In favour

Cllr Desna Allen
Cllr Declan Baseley
Cllr James Bradbury
Cllr Jenny Budgell
Cllr Clare Cape
Cllr Robert Giles
Cllr Gemma Grimes
Cllr Angie Litvak-Watson
Cllr Kathryn Macdermid
Cllr Nick Murry
Cllr Andy Phillips
Cllr David Poole
Cllr Chris Ruck
Cllr John Scragg
Cllr Matthew Short
Cllr George Simmonds
Cllr Hayley Wilson
Cllr Bill Douglas

Total: 18

Against

None

Total: 0

Abstention

None

Total: 0

Council noted that Council and it's residents strongly value the Olympiad for:

i) Its wealth of facilities

ii) including the swimming pool, large gym, health suite, squash courts, badminton courts, range of fitness classes and the multi-use indoor sports

hall, which is used for a variety of prominent dance and gymnastics competitions;

iii) Its sports hall, as a large venue in the centre of town which also plays host to bands and events such as the Chippenham Beer Festival;

iv) Its accessibility - on foot and bike, as well as nearby car parking and public transport links, both rail and bus;

v) Its strategic importance in providing centrally located community facilities at a time when the town is looking to attract people to the town centre.

With all in favour, it was;

RESOLVED that:

The Chief Executive write to the Leader of Wiltshire Council, copied to the Cabinet Member for Leisure, Libraries, Governance, Facilities Management and Operation Assets, and Wiltshire Council's Chief Executive, to convey Chippenham Town Council's desire for Wiltshire Council to invest in renovating and upgrading the Olympiad, including the following points:

i) Now that the management of the Olympiad has been returned to Wiltshire Council, this is the right time to make a significant investment in securing its future;

ii) Now that we are emerging from the pandemic, it is also the right time to increase investment in its facilities to promote health and wellbeing;

iii) Chippenham (Wiltshire Council's largest settlement) has received zero funding for a Community Campus, which could have been significant investment in its Leisure Centre as has happened in many other of Wiltshire's Towns;

iv) Wiltshire Council currently retains 85% of the Community Infrastructure Levy funds generated by housing development in Chippenham - to date only a small proportion has been invested back into Chippenham's infrastructure - this is funding that could be used to pay for improving the quality and quantity of leisure provision via its existing assets (i.e. the Olympiad);

v) The high value placed on the Olympiad by the Town Council and Chippenham's residents;

vi) The strategic importance of the Olympiad in providing community facilities close to the town centre.

3. Councillor motion from Councillors Nick Murry and Myla Watts regarding raising awareness and demonstrating support for eliminating violence against women and girls.

Councillor Nick Murry presented the motion, it was seconded by Councillor Gemma Grimes. Councillors acknowledged that violence occurs against many other groups and these groups should be supported in the same way as women and girls.

Councillor Clare Cape proposed an amendment to the Councillor motion to *“support the White Ribbon motion on the understanding that full consideration of the wider implementation of the initiative be taken at the Community Safety Forum on the training and awareness event. The Issue be referred to the Community Safety Forum for multi-agency consideration with Wiltshire Police and partners on how this issue affects all protected characteristics”*

The amendment was seconded by Councillor Bill Douglas, under Standing Order 16.2 a recorded vote was requested and taken on the amendment:

In favour	Against	Abstention
Cllr Desna Allen	None	None
Cllr Jenny Budgell	Cllr Declan Baseley	
Cllr Clare Cape	Cllr James Bradbury	
Cllr Bill Douglas	Cllr Robert Giles	
Cllr Kathryn Macdermid	Cllr Gemma Grimes	
Cllr Andy Phillips	Cllr Angie Litvak-Watson	
Cllr John Scragg	Cllr Nick Murry	
Cllr Hayley Wilson	Cllr David Poole	
	Cllr Chris Ruck	
	Cllr Matthew Short	
	Cllr George Simmonds	
Total: 8	Total: 10	Total: 0

With the majority against, the amendment fell. Councillors noted that although the amendment fell, the issue and support of wider groups affected by violence should be discussed and addressed in the future as within the remit of responsibility to the community of Chippenham. Under Standing Order 16.2 a recorded vote was requested and taken on the original motion:

In favour	Against	Abstention
Cllr Desna Allen	None	None
Cllr Declan Baseley		
Cllr James Bradbury		
Cllr Jenny Budgell		
Cllr Clare Cape		
Cllr Robert Giles		
Cllr Gemma Grimes		
Cllr Angie Litvak-Watson		
Cllr Kathryn Macdermid		
Cllr Nick Murry		
Cllr Andy Phillips		

Cllr David Poole
Cllr Chris Ruck
Cllr John Scragg
Cllr Matthew Short
Cllr George Simmonds
Cllr Hayley Wilson
Cllr Bill Douglas

Total: 18

Total: 0

Total: 0

Council noted:

- i) As a Council we need to do all we can to eliminate violence against women and girls and send a strong message that such violence will not be tolerated;
- ii) Raising awareness plays a significant role in changing the cultural and social norms which are recognised as being influential in shaping individual behaviour, including the use of violence;
- iii) The Council, its members and employees, are influential in shaping social norms in our town and therefore have a leadership role in calling out unacceptable behaviour.

With all in favour, it was;

RESOLVED that:

- i) Council agreed to work collaboratively with local agencies and organisations in tackling violence against women and girls in our town;
- ii) Council agreed to make available awareness training to Councillors and officers on how to identify and address this issue;
- iii) Council agreed to become a White Ribbon Campaign supporter Organisation as soon as practicable, and investigate the potential to be a White Ribbon Accredited Council.

106. **COUNCILLOR'S FEEDBACK**

- i. Councillor Desna Allen highlighted the successful Community Safety Forum meeting with informative presentations, it was well attended with the Police and Crime Commissioner present who was interested in small communities.

Councillor John Scragg referred to a project currently in its early stages being promoted by the Friends of Chippenham Museum and Chippenham Civic Society for public art to be installed in the town to celebrate what Chippenham did for the wounded soldiers in the First World War, in particular for their treatment in the temporary hospital located in the Town Hall.

- ii. Councillor Jenny Budgell, as Councillor representative on Chippenham Borough Lands Charity (CBLC), highlighted that the ARC climbing centre, skate park and café were open to the public. The grand

opening day was to be on Saturday 09 April. The Mayor was invited and all were welcome.

Councillor Bill Douglas thanked fellow Councillors and staff for support during recent family bereavement.

- iii. Councillor John Scragg updated on the activities of the Wiltshire Association of Local Councils (WALC) and noted a replacement County Secretary, Mrs Deborah Bourne had been appointed and will start on 04 April 2022. Recruitment of an assistant to the County Secretary is proceeding.
- iv. There were no updates from Wiltshire Councillors on significant work they are involved with.
- v. There were no Committee or Sub-Committee membership changes.
- vi. The following potential CIL projects were suggested to be funded by the 85% of CIL that Wiltshire Council retain:
 - Wiltshire Council spend some of their CIL on the Millennium Wall and bridge and walkway which are in a bad state of repair. The ARC, skate park and access to sites is under that bridge but it is unusable during winter months. The area needs tidying and the walkway improved so it doesn't flood to provide access to the site and refurbish a piece of history - raised by Councillor Clare Cape and Councillor Liz Alstrom.
- vii. There were no Community Matters updates.

107. **ITEMS FOR COMMUNICATION**

Councillors requested communications on the White Ribbon initiative. Councillors suggested that the Youth Council be asked what groups they think should be included to support in relation to violence, in addition to the White Ribbon Campaign.

108. **DATE OF NEXT MEETING**

The next meeting of Full Council will be the Annual Council meeting held at 7pm on Wednesday 11 May 2022.

The Chairman closed the meeting.

The meeting closed at 8.55 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