



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 June 2022 at 7.00 pm.

COUNCILLORS:	Desna Allen	Liz Alstrom (Chair)	Declan Baseley (Vice-Chair)
	James Bradbury	Jenny Budgell	Clare Cape
	Pete Cousins	William Douglas	Robert Giles
	Gemma Grimes	Angie Litvak- Watson	Kathryn Macdermid
	Andy Phillips	David Poole	Nic Puntis
	Myla Watts	Hayley Wilson	Conor Melvin

OFFICERS:	Mark Smith, Chief Executive
	Nick Rees, Director of Resources
	Matt Kirby, Director of Community Services
	Andy Conroy, Head of Planning
	Alex Cooper, Democratic Services Officer
	Michael Weeks, Democratic and Civic Officer
	Gillian Ballinger, Head of Finance

PUBLIC PRESENT:	There was one member of the public present
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PUBLIC QUESTIONS:	There were no public questions
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19. APOLOGIES FOR ABSENCE

Apologies were received from Councillor John Scragg due to holiday commitments, Councillor Chris Ruck due to work commitments, Councillor George Simmonds due to ill health, Councillor Matthew Short due to family commitments, Councillor Nick Murry due to another commitment and Councillor Nina Phillips due to ill health.

20. DECLARATION OF INTEREST

There were no declarations of interest.

21. MINUTES

The minutes from the meeting held on 11 May 2022 were proposed by Councillor Desna Allen, seconded by Councillor Kathryn Macdermid and with all in favour, it was;

RESOLVED that: The minutes from the meeting held on 11 May 2022 were approved as a correct record and were signed by the Chair.

22. **MAYOR'S ANNOUNCEMENTS**

- i. a) The Mayor highlighted that The Town Council has two forthcoming Civic Events coming up. Saturday 25 June we have Armed Forces Day and in July Civic Sunday, where we honor members of our Community.

Today when briefed by officers the Mayor noted there is only 4 councillors in attendance at Armed Forces Day and while it was noted there are apologies from Councillors for very good reasons, the Mayor was disappointed to hear that 9 Councillors hadn't RSVP'd by the due date.

Officers put a considerable amount of time into planning these public events, and due consideration to RSVPing by the date stated in the invitation is required. The Mayor reminded Councillors of Standing Order 23.1 Councillors are expected to attend Civic Events and should send apologies to the Chief Executive as per committee meeting if unable to attend.

b) The Mayor advised Councillors that paper copies of the Annual Report 2021/22, and the Corporate Strategic Plan were in front of them, and could they ensure they take them home.

- ii. The list of engagements undertaken by the Former Mayor and Deputy Mayor between 23 March 2022 and 10 May 2022 were noted.
- iii. The list of engagements undertaken by the Former Mayor and Deputy Mayor since the last Council meeting held on Wednesday 11 May 2022 were noted.

23. **POLICE REPORT**

There was no representative in attendance from Wiltshire Police.

RESOLVED that: The report be noted.

24. **COMMITTEE MINUTES**

- a. **Amenities, Culture & Leisure Committee**
The minutes of the meeting held on 25 May 2022 were presented by Councillor Declan Baseley with all matters resolved.
- b. **Planning, Environment & Transport Committee**

The draft minutes of the meetings held on 12 May 2022 and 01 June 2022 were presented by Councillor Gemma Grimes with all matters resolved.

25. **YOUTH COUNCIL MINUTES**

RESOLVED that: The notes from the Youth Council meetings held on 10 May 2022, 24 May 2022 and 07 June 2022 were noted.

26. **YEAR END ACCOUNTS AND FINANCIAL STATEMENTS 2021/22**

The Director of Resources, the Responsible Finance Officer presented the report regarding Year End Accounts and Financial Statements 2021/22.

With all in favour

RESOLVED that:

- i) That the following statements within the Annual Governance and Accountability Return (AGAR Form 3) are approved by Full Council and be signed by the Chair and Chief Executive:
 - a The Annual Governance Statement 2021/2022;
 - b. The Accounting Statements 2021/2022;
- ii) That Full Council adopts the unaudited financial statements for the year ended 31st March 2022 for Chippenham Town Council and that they be signed by the Chair and the Responsible Financial Officer.

27. **DRAFT MEDIUM TERM FINANCIAL PLAN FOR CAPITAL EAR MARKED FUNDS**

The Director of Resources, the Responsible Finance Officer presented the report regarding the Draft Medium Term Financial Plan For Capital Ear Marked Funds.

With all in favour

RESOLVED that:

- i) Adopted the 5-Year Medium Term Financial Plan for Capital Ear Marked Funds for the period 2022 to 2027
- ii) Approved the use of £50k pa of C/EMFs for expenditure on Project/Programme Management resource

28. **GREEN INFRASTRUCTURE AND A350 DUALLING SCHEME**

The Head of Planning presented the report regarding the Green

Infrastructure and A350 Dualling Scheme.

With all in favour

RESOLVED that:

- i) Agreed the proposals listed in Paragraph 3.3 of this Report as a basis for future discussions with Wiltshire Council Highways on potential green infrastructure improvements for the A350 dualling scheme; and
- ii) Delegate authority to the Chief Executive to represent the Town Council going forward in discussions with Wiltshire Council Highways and/or Chippenham Without in respect of green infrastructure improvements for the A350 dualling scheme, including reviewing potential green infrastructure improvements at Bumpers Farm Roundabout.

29. **NEIGHBOURHOOD PLAN UPDATE**

The Head of Planning presented the report regarding a Neighbourhood Plan Update.

RESOLVED that:

Councillors noted the report.

30. **COUNCILLOR'S FEEDBACK**

- i. Councillor Desna Allen highlighted the recent Community Safety Forum which took place on 14 June 2022, where forum members received a presentation on contextual safeguarding, a new way of looking at how a specific place or area can be a safeguarding concern to young people.
- ii. Councillor Jenny Budgell confirmed that Chippenham Borough Lands Charity is working with the families of the young people who have been involved in recent anti-social behaviour in the Town. Councillor Budgell also asked Councillors that due to the recent vilification on social media of the families if Councillors could be mindful if replying to members of the public.
- iii. There was no update on the activities of the Wiltshire Association of Local Councils.
- iv. Councillor Nic Puntis who represents the Town Council on the Wiltshire Council Flood Prevention Group asked Councillors to let him know of any potential flood risks in the town especially with the ground currently being dry and any future wet weather.

Councillor Clare Cape who sits on the Health Select Committee

informed Councillors that they have been looking into the concerns regarding ambulance waiting times. This isn't due to a lack of ambulances and is currently being looked into.

- v. The following Committee/Sub-Committee membership changes were noted:
 - Councillor Matthew Short replaced Councillor Pete Cousins on the Amenities, Culture and Leisure Committee.
- 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 landscaping of open spaces to prevent ingress of the travelling community in these area - raised by Councillor Nic Puntis.
 - Wiltshire Council spend some of their CIL on more electric vehicle charging points within the town - raised by Councillor Angie Litvak Watson.
- vii. There were no Community Matters updates

31. **ITEMS FOR COMMUNICATION**

There were no items for communication requested.

Councillor Jenny Budgell requested the view of the Youth Council on potential CIL projects.

Councillor Nic Puntis requested the view of the Youth Council on the recent anti-social behaviour by young people in the town.

32. **DATE OF NEXT MEETING**

The next meeting of Full Council will be held at 7pm on Wednesday 21 September 2022.

The Chair closed the meeting.

The meeting closed at 8.08 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