



TIDWORTH TOWN COUNCIL JULY 2020



Minutes of the Town Council meeting held on Tuesday 7th July 2020 virtually on Google Meet at 7pm

<p>Attended C’Ilr’s M Connolly (in the Chair) (MC), S Anderton (SA), P Hedge (PH), H Jones (HJ), K Kataria (KK), D Neil (DN), G Paine (GP), S Slater (SS), D Wright (DW) Town Clerk (CL) A Nicholls (AN) – Admin K Mooney (KM) - Admin F Galvin, Aaron Russell (Allotments) Daniel Ahern (Home Farm), James Kyfinn (Home Farm), Victoria Long (Home Farm)</p>		<p>20/015 1 Apologies Cllr Shepherd (work), C’Ilr O’Connell (Health), C’Ilr Gregory (Technical), C’Ilr Birch (Technical) Absent C’Ilr Arch Schedule 12 of the Local Government Act 1972 requires a record to be kept of the members present and that this record form part of the minutes of the meeting. Members who cannot attend a meeting should tender apologies to the Town Clerk as it is usual for the grounds upon which apologies are tendered also to be recorded. Under Section 85(1) of the Local Government Act 1972, members present must decide whether the reason(s) for a member’s absence are accepted.</p>
Item	Agenda Item	Action by
20/015	<p>2. Declaration of Interest (Disclosable Pecuniary Interests) Regulations 2012 (SI 2012/1464) (NB this does not preclude any later declarations). DN Bills for payment (gift voucher)</p>	
20/016	<p>3. Public Questions: Victoria asked for an update on Home Farm. MC confirmed that TTC were in talks with DIO regarding land swap, grazing to be discussed under agenda item 10. She also mentioned that the verge opposite the traffic lights at the bottom of Station Road was overgrown impairing vision. CL will contact the appropriate organisation to arrange it being cut.</p>	
20/017	<p>4. Minutes of Previous Meeting: Minutes of the Annual Town Council meeting held on 5th May 2020 had been circulated. GP proposed that they were a true and accurate record, seconded by SA, carried. No matters arising.</p>	
20/018	<p>5/6. Wiltshire Councillors Report/Mayors Report MC reported that there had not been any Mayoral engagements due to the current lockdown conditions. He has however been using to time working on the Civic Centre project, Home Farm and other projects. On the Wiltshire side of things he reported that Household Recycling Centres have re-opened with limited hours and services. Due to ensuring social distancing, the queues have, as expected, been very long at times. A post code system is in operation,</p>	

	<p>meaning SP9 can use any Wiltshire HRC every other day.</p> <p>Car parking charges have come back into force. Financially, Wiltshire also needs to start getting income as even with Government help, they are expecting a huge shortfall on what was budgeted at the beginning of the year. This varies from £19M to £50M, depending on how long restrictions are in place.</p> <p>Wiltshire has now granted £86M to businesses in Wiltshire since the crisis came into being. However, a third of Tidworth area business had not applied for grants as of a week ago. He has asked the Chamber of Commerce to chase its members.</p> <p>The Government has given local authorities funding to help people walk and cycle on the road network due to the increase of such activity during the crisis. He has put in a bid to get the rest of the path from Tidworth to Perham to be widened.</p> <p>The Ram junction works have recommenced. The temporary lights at Station Road have been programmed to work in the same way as the permanent lights they replaced during the junction improvements. Off-road works at both the Station Road and St Andrews Road will be undertaken at the same time. They intend to allow the A338 to flow as much as possible throughout the large roundabout construction without having to use traffic management. All works should be complete by late Jan/early Feb.</p> <p>He concluded his report by advising Highways England are due to start the A303 junction improvements south of Shipton Bellinger later this month and works will last for seven weeks.</p>	
20/019	<p>7. Committee Reports</p> <p>Community Services</p> <p>SA reported on a virtual meeting held on 13th May 2020, minutes had been circulated and taken as read.</p> <p>HJ proposed that they were a true and accurate record, seconded by PH, carried.</p> <p>The committee recommended that 6 folding trestle tables are purchased for the Community Centre at a total cost of £295.92 from Amazon.</p> <p>Proposed by GP, seconded by PH, carried.</p> <p>The committee all agreed to the installation of an additional 3 hand sanitisers and refills to be added to the current contract with Initial at a cost of £364.00 per annum.</p> <p>Proposed by GP, seconded by PH, carried.</p> <p>PH will be the Services Committee representative on the Projects Committee.</p> <p>Community Engagement</p> <p>SS reported on a virtual meeting held on 19th May 2020, minutes had been circulated and taken as read.</p> <p>MC proposed that they were a true and accurate record, seconded by DW, carried.</p> <p>SS advised that sadly the committee have made the decision to cancel Tidworth Town Festival 2020.</p> <p>SS will be the second Engagement Committee representative on the Policies and Procedures Committee.</p> <p>DW will be the representative on the Projects Committee.</p>	

Leadership

HJ reported on the meeting held on 13th May 2020, minutes including Part 2's had been circulated and taken as read.

MC proposed that they were a true and accurate record, seconded by PH, carried.

All were happy with the content.

HJ reported on a second meeting held on 28th May 2020, minutes including had been circulated and taken as read.

PH proposed that they were a true and accurate record, seconded by HJ, carried.

MC briefed the Council on his work over the last month relating to the Civic Centre.

Quotes for a professional to be employed to assist with the Civic Centre project had been received and the Committee have made the following recommendations:

Tim Goodman be employed as a Project Manager at a cost of £11,700 + VAT for 15 days work up until the end of November 2020. It is expected that there will be 3 days work a month throughout the project totalling £80,000.00 + VAT estimated to finish November 2023. He also proposed that Tim is also contracted to write the Financial Business Case for the project at a cost of £3,750.00 + VAT.

Proposed by MC, seconded by DN, carried.

Wilkins Kennedy be employed for VAT advice at a cost of £3,500.00 + VAT.

Proposed by MC, seconded by PH, carried.

Gardiner and Theobald be employed as the Quantity Surveyor at a cost of £62,500 + VAT.

Proposed by MC, seconded by DN, carried.

Suggested movement of Reserves had also been circulated (Appendix I), MC went through these in depth and also explained the financial forecast he had written. All members were happy with the suggestions and complimented MC on the work he had done.

MC proposed that the Reserves are moved as per Appendix I, seconded by HJ, carried.

Policies and Procedures

PH reported on a virtual meeting held on 28th May 2020, minutes had been circulated and taken as read.

The Committee have recommended the adoption of the following policies

Standing Orders

Proposed by PH, seconded by GP, carried.

Email

Proposed by PH, seconded by SA, carried.

CCTV

Proposed by PH, seconded by SA, carried.

Bullying and Harassment

Proposed by PH, seconded by HJ, carried.

20/020	8. Year End Accounts Not available.	
20/021	9. Home Farm There has been three requests for grazing at Home Farm. All parties are happy to lease a third each. The Town Clerk will draft a short- term licence to finish end of November 2020. The suggested rent is £75.00 per calendar month each. The residents have accepted this but have said they felt it was a little steep as there is no fencing or water supply, the Town Clerk will investigate this.	CL
20/022	10. Correspondence/Newsletters/Reports/Update MC informed the members that C'Ilr O'Connell has been involved in an accident and that he had spoken to her during the day to check she was OK. The Town Clerk will arrange for some flowers to be sent to her. The Internal Audit will be on 22 nd June 2020. The Government has extended the deadline for the Annual Return to 31 st July 2020.	
20/023	11. Bills for Payment Bills for payment totalling £9,239.98 had been circulated. GP proposed Bills for Payment totalling £9,239.98 be paid, seconded by HJ.	
20/024	12. Date of next meeting 7th July 2020 @ 7pm	Agenda items to be submitted to the Clerk 7 days before the meeting

There being no further business to discuss the meeting was closed at 8.00pm.

Agreed as a true record..... M Connolly, Chairman