



**Tidworth Town Council  
Leadership  
November 2019**



Minutes of the Leadership Committee on 25<sup>th</sup> November 2019 in the Community Centre at 7.15pm

<b>Attended</b> Councillors S Fell (SF) in the Chair, A Connolly (AC), B Pratt (BP), A Sharlott (AS) S Slater (SS)		<b>1. 19/045L Apologies:</b> <b>C’Ilr S Anderton (work)</b> 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 Act1972, members present must decide whether the reason(s) for a member's absence are accepted. <b>SF proposed that the apologies were accepted, seconded by BP, carried.</b>
Due to the subject matters AC requested that item 9 be discussed after the Town Clerks report, all were in agreement.		
Item	Agenda Item	Action by
19/046L	<b>2. Declaration of interest – NONE</b> (Disclosable Pecuniary Interests) Regulations 2012 (SI 2012/1464) (NB this does not preclude any later declarations).	
19/047L	<b>3. Minutes of October’s 2019 meeting</b> Approved at November’s full town meeting, carried. No matters arising	
19/048L	<b>4. Reports</b> <b>Community Services</b> The Clerk reported on a meeting held on 12 <sup>th</sup> November 2019. The committee are awaiting revised decorating quotes for the Community Centre. They have agreed to a list of preferred suppliers/contractors. A quote of £1364.50 + VAT from Elite Playground Inspections to make repairs to the playparks will be recommended to full town. They are looking into ROSPA qualifications. There had been a request to place an ornament on a grave, the members agreed that they could not allow it. The Clerk advised that the Sparkle team was working but will request for cleaning bus shelters of their list as these are already done regularly. The monthly budget was circulated with no issues. <b>Community Engagement</b> SS reported on a meeting held on 19 <sup>th</sup> November 2019 Remembrance feedback was discussed. Quotes are being obtained for the Band Concert reception.	

	<p>Pewsey Vale Coaches will be providing a shuttle bus service for the Christmas event.</p> <p>He confirmed that dates for 2020 events were all set and budgets will be discussed at January's meeting.</p> <p>There is now a year plan in place for Tidworth Times.</p> <p>GP will be attending the next Neighbourhood Policing meeting.</p> <p>Social media continues to have a good footfall and is a useful tool of communication.</p> <p><b>Policies and Staffing</b></p> <p>AS reported on a meeting held on 20<sup>th</sup> November 2019.</p> <p>The members have written their Terms of Reference for recommendation to full town council.</p> <p>The have decided to put Standing Orders on hold.</p> <p>They will be recommending Code of Conduct/Declaration of Interest as well as Press and Media Policy to full town.</p> <p>She reported that they have agreed to keep the name of the committee as Policies and Staffing.</p> <p>She also informed the members that there will be a Staffing Working Group formed consisting of herself, AC, BP and the Clerk so that they can take a strategic approach to the matter before Policies and Staffing take it on.</p> <p><b>Town Clerk</b></p> <p><b>Emails</b> – there have been some issues transferring over to the new contractor but hopefully these are sorted and everything will be in place by the end of the month.</p> <p><b>Training matrix</b> – The Clerk had circulated a table to the members with suggested courses and courses already booked.</p> <p>Training – A training plan had been circulated with information about recommended courses and courses booked. BP, SF, AC, SS and AC will be attending a Chairing course in January 2020.</p> <p><b>CILCA</b> – The Clerk has now completed Unit One and has planned which assignments she plans on completing by the end of the year.</p>	
19/049L	<p><b>5. Civic Centre</b></p> <p>The pre planning application has been returned by Wiltshire Council and there are no major concerns.</p> <p>The geo tech reports are accepted within the next week, the findings will be crucial to the project moving on.</p>	
19/050L	<p><b>6. Home Farm</b></p> <p>No updates at the moment</p>	
19/051L	<p><b>7. HR</b></p> <p>There were no matters other than those covered by the Clerk in her report.</p> <p>However, the members are keen for the Blue Sky thinking to be organised for the new year, the Clerk will action this.</p>	CL

19/052L	<b>8. Financial Matters</b> <b>Budget</b> The members have now had a chance to look at the previously circulated Budget proposal and the accountants Budget report had also been circulated. Salaries and Reserves were discussed. Reserves were also discussed and it was agreed that they should remain as they are however the title Sports fund should be changed to Community fund This means the precept request for 2020/21 will be £448,848.00, this means an increase of 9.6% to 2019/20 precept. <b>AC proposed that the precept for 2020/21 is £448,848.00, seconded by SF carried.</b> <b>Investment</b> The Clerk had previously advised the members that the information would not be available for this meeting.	
19/053L	<b>9. Correspondence</b> <b>NONE</b>	
19/054L	<b>10. Date of next meeting</b> <b>TBC</b>	Agenda items to be submitted to the Clerk 7 days before meeting

**There being no further business  
to discuss the meeting closed at 8.40pm.**