



TIDWORTH TOWN COUNCIL FEBRUARY 2021

Minutes of the Town Council meeting held on Tuesday 2<sup>nd</sup> February 2021 virtually on Google Meet at 7pm

<p><b>Attended</b>          C’Ilr’s M Connolly (in the Chair), A Allen (AA), A Birch (AB), R Gregory (RG), P Hedge (PH), H Jones (HJ), E O’Connell (EO), G Paine (GP), E Stead (ES), C Webb (CW)          C Lovell Town Clerk (CL)          Lt Col N Turner          Tina Edwards (TE)          F Galvin (FG)          Home Farm representative</p>		<p><b>20/122 1 Apologies</b>  <b>C’Ilr A Russell (work), C’Ilr S Anderton (work)</b></p> <p><b>Absent C’Ilr K Kataria, C’Ilr Kofita, C’Ilr Wright</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.</p>
Item	Agenda Item	Action by
20/123	<p><b>2. Declaration of Interest</b>          (Disclosable Pecuniary Interests) Regulations 2012 (SI 2012/1464) (NB this does not preclude any later declarations).</p>	
20/124	<p><b>3. Public Questions:</b>          Lt Col Turner informed the members that the MOD playparks within Tidworth now had the correct permanent signage. Regarding the ash die back project 59% was now complete, there are three steps, felling, stump grinding, eco friendly plugging. He has met with the contractor to ensure tidying up is done. There is a re-planting plan but no timeline for this as of yet. FG asked who he reported rubbish being dumped on the Salisbury Plain (mainly Gate 17 area), he was advised to raise it with SPTA who will pass in on to Landmarc.          TE said the church remains closed but they are still broadcasting services on CDFM and the FB is active.          Home Farm asked for an update. MC advised that the members had agreed to extend the lease until the end of May 2021 as this would tie in with the elections and a new council.          Regarding the land swap, DIO are not keen at this moment in time. However, there is soon to be a new Garrison Commander and he advises whoever the Chair of the Council may be in May 2021 to decide whether to discuss this when they meet.</p>	
20/125	<p><b>4. Minutes of Previous Meeting:</b> Minutes of the Town Council meeting held on 12<sup>th</sup> January 2021 had been circulated. <b>GP proposed that they were a true and accurate record, seconded by HJ, carried.</b>  <b>No matters arising.</b></p>	
20/126	<p><b>5/6. Wiltshire Councillors Report/Mayors Report</b>          MC reported that he had a site visit with DIO on the Esso field to see if the field could be used for a skate park and whether TTC could use the field for the festival from 2022, when the Civic Centre build commences. In principle they have agreed that it can be used it for the festival. He said as the Armed Forces Day Committee knows, they charge a lot for the use of their fields. Abatements can be requested if there is a military aspect or gain to Defence to the use.</p>	

	<p>He advised they want to wait on the skatepark issue until the new car park plans are approved – which have finally been submitted to Wiltshire Council and the rugby pitch is moved. Then they can assess how much, if any, extra land in addition to the half pipe could be leased.</p> <p>The Planning application for the playpark has been resubmitted and should have a decision by the end of March, early April 2021. The Town Clerk has requested an up to date quote and possible start dates from the contractor. There was some discussion regarding inclusive/accessible equipment. Advice from planning has been sought as to whether additional equipment would be permitted development or if new application would be needed. A grant will be requested from the Area Board.</p> <p>In his role as Wiltshire Councillor, he reported that Wiltshire Council’s Council Tax rise is likely to be 4.99% due to the Government again allowing for adult social care increases. This will be an increase of £75.60 for a Band D property. He has raised concerns at this large increase and as to whether the 3% adult social care levy could be split over two years, rather than one.</p> <p>Wylde Road was resurfaced recently and the A3026 is being patched between the Ram junction and the Academy from tomorrow for five days. The A338 from the roundabout to Leckford Cross will have night closures for a week for patching repairs in March 2021. Both roads will have surface dressing later in the year.</p> <p>The Area Board members have granted £8965 of its funds towards the cost of the electric charging points for the Civic Centre from its climate change fund. It also agreed to fund 75% of the assessment for a pedestrian crossing on the A338 between the Hill Top and Riverbourne estates as requested by the Services Committee.</p>	
20/127	<p><b>7. Committee Reports</b></p> <p><b>Community Services</b> PH reported on a virtual meeting held on 19<sup>th</sup> January 2021, minutes had been circulated and taken as read. <b>AB proposed that they were a true and accurate record, seconded by PH carried.</b></p> <p>The members had discussed requesting a speed review (Traffic Survey Order) at Humber Lane and all were in agreement. The Town Clerk will submit a request to CATG.</p> <p>A quote of £1092.00 to repair the spinning bowl at Thompson Way Park and the repair of grass matting had been received.</p> <p><b>ES proposed that the quote for £1092.00 (inc VAT) for repairs at Thompson Way Park be accepted, seconded by PH, carried.</b></p> <p>Ground Maintenance is on a rolling three-year contract which finishes this year, due to the current circumstances in is not viable to go out to tender. Tivoli the current contractor has agreed to extend for a year with the only increase being in line with RPI. The River Bourne Corridor and Phase 2 play area will be added to the contract.</p> <p><b>GP proposed that the Grounds Maintenance Contract is extended for a year, seconded by PH carried.</b></p> <p>The Clerk had advised within the budget report that some funds needed moving from one code to another due to overspend in certain areas.</p> <p><b>PH proposed the movement of the following funds Community Centre £1100.00 from Repairs and Maintenance to Health and Safety, Cemetery and Chapel £412.00 from Repairs and Maintenance to War Memorial, Highways, Lighting and Footpaths £1200 from Hanging Baskets to Bus Shelters, seconded by HJ, carried.</b></p> <p><b>Community Engagement</b> GP reported on a virtual meeting held on 19<sup>th</sup> January 2021, minutes had been circulated and taken as read. There were no questions. <b>CW proposed that they were a true and accurate record, seconded by AA, carried.</b></p> <p>Easter had been discussed and the members agreed to a budget of £100.00.</p>	

	<p><b>MC proposed a budget of £100.00 for Easter 2021, seconded by GP, carried.</b>  The Chamber of Commerce will be contacted regarding advertising in Tidworth Times.  Social media continues to be active and positive.</p> <p><b>Policies and Procedures Committee</b> PH reported on a virtual meeting held on 19<sup>th</sup> January 2021, minutes had been circulated and taken as read. There were no questions. <b>HJ proposed that they were a true and accurate record, seconded by PH, carried.</b></p> <p>The following policies had been recommended for adoption by TTC, they had been circulated and there were no questions.</p> <ul style="list-style-type: none"> <li>• <b>Officer/Employee and Councillor Protocol Policy (New) – Proposed by HJ, seconded by PH, carried.</b></li> <li>• <b>Asset Management (New) – Proposed by GP, seconded by PH, carried.</b></li> <li>• <b>GDPR including Consent form – Proposed by GP, seconded by PH, carried.</b></li> </ul> <p><b>Projects Committee</b> ES reported on a virtual meeting held on 26<sup>th</sup> January 2021, minutes had been circulated and taken as read. There were no questions. <b>GP proposed that they were a true and accurate record, seconded by ES, carried.</b></p> <p>The basic requirements for the café kitchen had been discussed and forwarded to the architect. MC had updated the members on other possible projects being skatepark and allotments.</p> <p><b>Leadership</b> HJ reported on a virtual meeting held on 26<sup>th</sup> January 2021, minutes had been circulated and taken as read. There were no questions. <b>ES proposed that they were a true and accurate record, seconded by GP, carried.</b></p> <p>It had been reported that staff are continuing to work from home and going to the office when absolutely necessary to collect paperwork, check post etc. MC publicly thanked them on behalf of the council for their hard work and dedication.</p> <p>AGAR/Internal Audit – The comments on both had been noted and the action plan provided by the Town Clerk agreed. It was agreed that the figure on the AGAR 2018/2019 Section 2, Box 8 entry should read £1568924. HJ noted that the Internal Auditor had commended the Town Clerk on the report.</p> <p><b>MC proposed that the comments should be officially noted and actioned where required, seconded by HJ, carried.</b></p> <p><b>Financial Risk Register</b> – It had been noted in the Internal Audit that the Financial Risk Register needed to be updated. The Town Clerk has received a quote for recommended software which will be circulated to full Town Council.</p> <p><b>Riverbourne Corridor</b> -Transfer documents are near finalisation.</p>	
20/128	<p><b>8. Civic Centre</b>  MC provided an update on the project and reported that the final public consultation meetings had been held. In total, 16 members of the public attended the various meetings. Only ten responses were received online. Almost all were positive with some comments about the sustainability and cost of the project. There were no responses against the project.</p> <p>Tim Goodman (Project Manager) is doing a Waste strategy paper required for the planning application at the cost of £1950, which Leadership agreed by email. TTC will reclaim £585 from Wiltshire Police. For formality</p> <p><b>MC proposed that TTC agree to the Waste Strategy paper being produced at a cost of £1950.00 and that invoice Wiltshire Police are invoiced for 30% of the cost as per the agreement with them, seconded by PH, carried.</b></p> <p>He informed everyone that at last week’s Project Board the first draft of the risk register had been circulated along with the revised cost plan including the sustainable measures and revisions to the plans following work undertaken by the specialists and consultation with Wiltshire Council.</p>	

	<p>There had also been a further meeting to discuss savings measures.</p> <p>As a result of the additional work, the increase in cost for TTC is £176K but he informed the members this roughly equates to the additional indexation which will be received from the S106 agreement with Persimmon. This includes the wind catchers, solar panels, ASHP, cooling for the office and meeting rooms and the thicker walls/roof space for better insulation. Reductions in cost include steel frame, rather than glulam, building regulation glazing and no sprinklers. We are getting CCTV and a PA system costed, which we will need and is better being included in the build spec, rather than retrofitted.</p> <p>There was some discussion regarding whether there should be sprinklers, ES assured everyone that any guidance received from the Fire Officer will be adhered to.</p> <p>MC said there is still some debate by the police about contingency, which is now only 6% but TTC do have a further £85K additional contingency in reserves. There is also a further £280K to cover inflationary increases and there will also be about £500K reserves unallocated by the opening of the Civic Centre. So, despite the increase, in capital terms TTC is still in a very good place.</p> <p>He advised that TTC now need to formally approve proceeding with submitting the planning application.</p> <p><b>MC proposed that TTC proceed with submitting the planning application for the Civic Centre, seconded by HJ, carried.</b></p>	
20/129	<p><b>9. Local Plan</b></p> <p>MC advised that himself and HJ were due to meet with the Chamber of Commerce, Chris Williams and representatives from Ludgershall Town Council to discuss.</p> <p>He asked for this to be deferred to March 2021 full Town meeting, all were in agreement.</p>	
20/130	<p><b>10. Section 137 Grant</b></p> <p>A grant request from 1<sup>st</sup> Tidworth Rainbows for £444.00 had been received and circulated. The Town Clerk advised that to her knowledge this was to cover time of hire already used. <b>GP proposed that a S137 grant of £444.00 be awarded to Tidworth 1<sup>st</sup> Rainbows, seconded by HJ, carried.</b></p> <p>A grant request from 2<sup>nd</sup> Tidworth Brownies for £592.00 had been received and circulated. Before a decision is made the Town Clerk was asked to find out if there had been a grant awarded in the previous financial year and if there were any funds remaining as usage of the hall has been reduced due to COVID.</p>	
20/131	<p><b>11. Correspondence and Updates</b></p> <p>None</p>	
20/132	<p><b>12. Bills for Payment</b></p> <p>Bills for payment totalling £ had been circulated. <b>HJ proposed Bills for Payment totalling £35,161.66 be paid, seconded by ES carried.</b></p> <p>GP asked if the payments for Civic Centre were total before or after the Police 30% contribution, he was advised that this is the total invoice amount and the 30% would be paid to TTC directly from the Police.</p>	
20/133	<p><b>13. Co-Option</b></p> <p>No applications received.</p>	

20/134	<b>14. Date of next meeting</b>  2 <sup>nd</sup> March 2021 @ 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 8.15pm.

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