



TIDWORTH TOWN OCTOBER 2021



Minutes of the Town Council meeting held on Tuesday 5th October 2021 at the Community Centre, Wylve Road at 7pm.

<p>Attended C’Ilr’s M Connolly (in the Chair), H Jones (Vice Chair), A Birch (AB), R Gregory (RG), P Hedge (PH), L Coleman (LC), S Musikavanhu (SM), C Webb (CW), D Kofita C Lovell Town Clerk (CL) E Stokes (Fair) Rabbey Agyiri</p>		<p>21/068 1 Apologies C’Ilr D Wright, C’Ilr Ahern T Pickernell Garrison Church Garrison 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
21/069	<p>2. Declaration of Interest None (Disclosable Pecuniary Interests) Regulations 2012 (SI 2012/1464) (NB this does not preclude any later declarations). None</p>	
21/070	<p>3. Public Questions: Mr Stokes has approached the Council regarding a venue for the fair once work starts on the Civic Centre. His family has been visiting Tidworth for 50 years and he thanked the Council for always making the fair welcome and accommodating them. CL will speak with Garrison to arrange contact so that locations can be considered.</p>	CL
21/071	<p>4. Minutes of Previous Meeting: Minutes of the Town Council meeting held on 7th September had been circulated HJ advised that although the amount for August payments had been declared and voted on at the meeting the minutes had not been updated to show this. CL will amend update the minutes to be published. HJ proposed that they were a true and accurate record, seconded by PH carried. Minutes of the EGM held on 21st September 2021 had been circulated. PH proposed that they were a true and accurate record, seconded by SM carried.</p>	

21/072	<p>5/6. Wiltshire Councillor/Mayor Report</p> <p>MC reported that Jon Knight did a cycle ride from Tidworth to Alicante, Spain for the RBL. He wrote letters to the Chairs of two local branches, which were read out when Jon arrived at his destination. Photos he received have been put on the TTC website and FB page.</p> <p>There has been a further delay in the transfer documents for the Phase 2 play area on the Riverbourne Fields estate. Aster took their time to allow their legal team to sign off the documents. This has now been given, and the documents should be with Wiltshire Council this week.</p> <p>He confirmed that the developer for the solar farm has accepted his and Wiltshire Council's suggestion that construction traffic use Somme Road, the A3026 and Windmill Drive to avoid using Station Road.</p>	
21/073	<p>7. Committee Reports</p> <p>Community Services PH reported on a meeting held on 21st September 2021, minutes had been circulated and taken as read. PH proposed that the minutes were a true and accurate record, seconded by AB, carried.</p> <p>It was agreed that all members of staff should complete a manual handling course. HJ proposed all 4 x staff should complete the online Manual Handling Course at a cost of £20 +VAT, seconded by PH and carried.</p> <p>Two quotes had been received for the cutting of the pathways around the RiverBourne Corridor. DK proposed to pay Conservation Contractors Ltd, £350 per visit (x 6) totalling £2100, seconded by SM, carried</p> <p>A price will be obtained for 'No Ball Games' signs on the Riverbourne playpark. AN, PH and HJ have met with the Christmas lights contractor to discuss relocation. Garrison will be contacted to ask permission for the Christmas tree to go on the triangle whilst the Civic Centre is being built.</p> <p>Community Engagement CW reported on a meeting held on 14th September 2021, minutes had been circulated and taken as read. LC proposed that the minutes of the July meeting were a true and accurate record, seconded by RG, carried.</p> <p>It has been agreed that the pitch fee for the market will be £10.00 payable in advance. CW reported that despite the weather there were 6 traders at the market on Saturday and approximately 50 people came. RG proposed that the pitch fee for the market traders is £10.00, seconded by CW, carried.</p> <p>The Mortuary Chapel Open day had been very successful with 60 visitors and approximately £96.00 raised for the Mayors Charity.</p> <p>Unfortunately, C'Ilr Wright is unable to do the Halloween Event this year the Committee will pick this up.</p> <p>Plans for Christmas have been confirmed. However, the Committee will discuss number restrictions after looking at the Government Covid Guidelines. RG proposed the booking of The Little Zoo to provide reindeer and snowmachine at a total cost of £1420.00, seconded by PH, carried.</p> <p>PH proposed Envisage to provide Santa & Elf at a cost of £348.00, seconded by CW, 1 abstention, carried.</p> <p>CW proposed a 20ft Norwegian Pine Christmas tree to be provided by The Real</p>	

	<p>Tree Company at a cost of £550.00, seconded by PH, 1 abstention, carried.</p> <p>RG proposed Pewsey Vale to provide a coach for the duration of the event at a cost of £315.00, seconded by MC, carried.</p> <p>LC proposed TJaysFun4All to provide Snow globe Bouncer Disco Dome and one member of staff at a cost of £400.00+VAT, seconded by CW, carried.</p> <p>Projects DK reported on a meeting held on 28th September 2021, minutes had been circulated and taken as read. PH proposed that they were a true and accurate record, seconded by LC, carried.</p> <p>Further to TTC’s previous discussions the Committee are recommending that TTC opt to tax the Civic Centre and CPT building. This will mean a saving of £1.5.</p> <p>MC proposed that TTC opt to tax the Civic Centre and CPT building, seconded by PH, carried.</p> <p>MC, CL and C’Ilr Ahern had met with three reps from DIO on 21 September 2021. Reassurances were given on the concerns DIO had about the size and impact of the scheme. The general agreement is that TTC will provide some general parking at the entrance to the site but parking for the 15 allotments will be inside the wire so that parking is not lost to sports events.</p> <p>DIO have confirmed they are supportive on this basis. C’Ilr Ahern’s wife has kindly provided a plan, which needs slight amendment but once received DIO will put a business case to Army HQ.</p> <p>MC has also approached WC’s tree expert to ensure he would not object and Veolia to ensure that there can be connections to the water.</p> <p>Policies and Procedures HJ reported on a meeting held on 21st September 2021, minutes had been circulated and taken as read. HJ proposed that they were a true and accurate record, seconded by CW, carried.</p> <p>PH proposed that TTC adopts the Investment policy, seconded by HJ, carried.</p> <p>CW proposed that TTC adopts the Press and Media Policy, seconded by PH, carried.</p> <p>One slight amendment was recommended in the new Biodiversity Policy as TTC can not enforce planning therefore the wording in para 2 will be changed to ‘recommend’ MC proposed that with the amendment TTC adopt the Biodiversity Policy, seconded by HJ, carried.</p>	
21/074	<p>8. Co-options</p> <p>One application had been received.</p> <p>Members of the public were asked to leave the meeting and a short discussion took place.</p> <p>All were in agreement that the candidate would be a great addition to TTC.</p> <p>MC proposed that Rabbey Agyiri was co-opted onto TTC, seconded by LC, carried.</p>	
21/075	<p>9. Civic Centre</p>	

	<p>MC provided the following update for the project: The companies that expressed an interest have been told if they have progressed to the next stage or not. The intention is to send the Invitation to Tender out in early November. The documents are being prepared and DAC Beachcroft have quoted £2000, plus VAT, for this work. At the recent Project Board meeting it was agreed to move the project forward slightly to April 2022, meaning TTC will need to move into temporary accommodation by the end of March 2022, preferably with a room that some of the current hirers can use. The Stage 4 costings have been provided by the Quantity Surveyors. The cost has gone up for TTC from £5.2M to £5.337M. This is partly due to increased material prices (bricks and steel) and partly due to more detailed design. MC has prepared a revision of Reserves, which has been circulated. However, this does not yet include the requirements for stainless steel surfaces and white goods for the kitchens or changed the three EV points for the infrastructure to provide for 10 EV charging points. There is good news in that as WC did not require any s106 or s278 contributions, therefore, he has reallocated that £150K to cover the increase in cost. Also, because TTC delayed getting the PWLB money, there will only be one repayment this financial year, two had been budgeted for, and the cost of the loan is lower than expected, there is £120K additional funds available and he had added £50K each to inflation funds he had set aside and to fitting out costs. With the additional contingency and inflation, set aside, he was pleased to say that there is just over £400K spare for the Civic Centre. In addition, there will be the un-earmarked Reserves as a second buffer. There were three surveys that need to be agreed. One is for the acoustic survey for the noise generated within the building to help mitigate the noise to neighbours. This is HA Acoustics at a cost of £1980, plus VAT. The second is for Geo-Environmental surveys by Ridge at a total cost of £4900, plus VAT. This will look at conditions of the planning conditions and how they are met and mitigate the risk relating to drainage and piling methods. The final survey is from Tyler Grange for ecology fees to discharge conditions 9 and 19 of the planning permission. The quote is £1350 + VAT. There are also two quotes from DAC Beachcroft to undertake the schedule of amendments to the Design and Build contract at £2000 + VAT and an initial mark-up of the ITT documentation of £2250 + VAT. Due to not being quorate TTC were unable to approve Tim Goodman's continued employment as the Project Manager from Sep 21 to Aug 22 at £3250 per month, a total of £39K. Finally, he had a meeting to discuss the Stage 4 costs and it was recommended that the demolition of the community centre should be outside of the build contract as the costs would be higher. The PM has contacted the company used to assess the costs of demolition and they have confirmed the demolition in March at a cost of £23K + VAT. The company is Penny's from Easton, near Bath, they know the site, and this is cheaper than in the costed programme.</p> <p>PH proposed that DAC are employed out the legal work for the tendering process and ITT & ERs at a cost of £4250.00 + VAT, seconded by LC carried.</p>	<p>CL</p>
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	<p>MC proposed that HA Acoustics carry out the acoustic survey at a cost of £1980.00 + VAT, seconded by PH carried.</p> <p>PH proposed that Ridge carry out the Geographic Environment survey at a cost of £4900.00 + VAT, seconded by HJ carried.</p> <p>PH proposed that Tyler Grange carry out the Ecology survey at a cost of £1350.00 + VAT, seconded by RG carried.</p> <p>MC proposed that Penny's carry out the demolition work at a cost of £23,000.00 + VAT, seconded by RG carried.</p> <p>MC proposed Tim Goodman's fees for Project management be paid from September 2021 – August 2022 at a cost of £3250.00 + VAT per month be paid, seconded by HJ carried.</p>	
21/076	<p>10. Governance Review Following on from the circulation of the recent Briefing Note the members have considered the number of members currently allocated for TTC. It has been some time since all seats have been filled, therefore all are in agreement that the number should be reduced, this will also mean less disruption to business being transacted as the number required to be quorate will reduce.</p> <p>MC proposed that TTC request a Community Governance Review by Wiltshire Council to reduce the number of Tidworth Town Councillors to 15 for the reasons discussed in the debate, seconded by HJ, carried.</p>	CL
21/077	<p>10. S137 Requests None received.</p>	
21/078	<p>10. Correspondence and Updates CL read a thank you letter from Castledown FM</p>	
21/079	<p>11. Bills for Payment Bills for payment totalling £23,243.25 had been circulated. PH proposed Bills for Payment, seconded by AB, carried.</p> <p>CL reported that the quarterly Bank Reconciliation had been carried out by LC. LC confirmed all was in order.</p>	
21/080	<p>12. Date of next meeting</p> <p>2nd November 2021 @ 7pm</p>	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