



TIDWORTH TOWN COUNCIL MAY 2023

Minutes of the Annual Town Council meeting held on Tuesday 2nd May 2023 at Castledown Business Park at 7pm.

<p>Attended Cllr's M Connolly (in the Chair) (MC), H Jones (Vice Chair) (HJ) C Danso (CD), R Gregory (RG), P Hedge (PH), C Webb (CW), C Moore (CM), L Coleman (LC), A Birch (AB), S Musikavanhu (SM)</p> <p>C Lovell Town Clerk (CL) A Nicholls (AN) K Mooney (KM) S Limbu S Fell F Galvin A Burns-Hill Resident Home Farm Tony Bond Tracy Jones Andy White</p>		<p>23/071. Apologies Cllr D Wright, Cllr Kofitia, Cllr Anim Cllr Pickernell - Wiltshire</p> <p>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
23/068	<p>1. Election of Chair LC nominated CW to be Chair of TTC, seconded by HJ. There were no counter proposals, there was a show of hands, and all were in favour.</p>	
23/069	<p>2. Resolution to Continue Mayoral Status All members all agree that there are only benefits to having Mayoral Status. A vote took place, and all were in favour.</p>	
23/070	<p>3. Election of Vice Chair MC nominated HJ to be Vice-chair of TTC, seconded by PH. There were no counter proposals, there was a show of hands, and all were in favour.</p>	
23/072	<p>5. Declaration of Interest (Disclosable Pecuniary Interests) Regulations 2012 (SI 2012/1464) (NB this does not preclude any later declarations). AB – Item 19. S137 Request</p>	
23/073	<p>6. Public Questions:</p>	

	<p>F Galvin raised some outstanding grounds maintenance issues which are all being dealt with.</p> <p>A Burns-Hill asked why the allotment planning application had been withdrawn. MC explained that it was due to a technical issue that should have been picked up by Wiltshire in the early stages.</p> <p>The application will be resubmitted.</p> <p>S Fell asked CL if there was any update on the Tesco parking issue, unfortunately there has been no response so far.</p>	
23/074	<p>7. Minutes of Previous Meeting:</p> <p>Minutes of the Town Council meeting held on 4th April 2023 had been circulated.</p> <p>PH proposed that they were a true and accurate record, seconded by HJ carried, 1 abstention.</p> <p>No matters arising.</p>	
23/075 23/076	<p>8/9. Wiltshire Councillors/ Mayors Report</p> <p>MC reported the following:</p> <p>During the last month in his Mayor role, he has attended the local WI to do a talk on the role of Mayor and answer questions on various matters. He also attended the official opening of the Tedworth Park Community Café hub and the historical walking trail in the park.</p> <p>He will be standing down as Chair of the Wiltshire Council Audit and Governance Committee at the Council’s AGM on 16 May. This will allow someone new to run the Committee who will hopefully be on the next Council after the 2025 elections.</p> <p>He has been chasing the maintenance money from Persimmon for the River Bourne Corridor via Wiltshire Council. WC have sent an invoice and if it is not paid soon, they will take enforcement action against Persimmon for failure to comply with the s106 agreement.</p> <p>The planning application for allotments had to be withdrawn due to a technicality involving the visibility splay on one side being on MOD land and we have to serve this on MOD. He said it is very disappointing that this was not picked up by the planning officer when the application was validated five months ago. Andrew Brown (Oxford Architects) is now in contact with Elsa Kite at DIO to ensure the serving process is done correctly. The application will be re-submitted in the next week or so. It will mean that all those who responded to the previous application will be contacted about the new application. TTC will need to try and get those who want allotments to support it again.</p> <p>The skatepark build has been delayed by a week and will start next Tuesday on 9 May. The build will take 9/10 weeks. This park should open just before the summer holidays.</p> <p>The lease is still being worked on.</p> <p>Some Councillors attended the site visit last week, which went well. It is planned to do such visits every six weeks to allow Councillors to see the progress being made. Windows and doors will start to arrive this week, so some parts of the site will be watertight soon. This will mean the various</p>	

	trades can start to do the internal works. The brick and blockwork will be finished in the next four weeks or so.	
23/077	<p>10. Co-options Two applications had been received and circulated. Members of the public were asked to leave the meeting and a short discussion took place.</p> <p>CM proposed that Tracy Jones be co-opted on to TTC, seconded by LC, carried.</p> <p>MC proposed that Andy White be co-opted on to TTC, seconded by RG, carried.</p> <p>The public were invited back into the meeting and given their Acceptance of Office and took a seat at the table.</p>	
23/078	<p>11. Committee Reports Community Services PH reported on a meeting held on 11th April 2023, minutes had been circulated and taken as read. HJ proposed that they were a true and accurate record, seconded by PH carried.</p> <p>Tidworth Area Environment Group, (TAEG) is a voluntary group working together to enhance the Ludgershall and Tidworth Area. The next TAEG meeting will be on 12th June at 5.30pm in the Ludgershall Rectory</p> <p>Suggestions for the TAEG: Place a hedge along the west side of the A338, from the Chip Shop to Manor Rise. Mortuary Chapel – to fill in the gaps around the boundary with hedging. The Reactive Team is a new initiative that has replaced the Sparkle Team. All minor issues can be reported onto the My Wiltshire App and annotated “For the Reactive Team”, but bigger and more urgent issues should be submitted to AN, for submission and tracking. Traffic Surveys have yet to be carried out for: Pennings Road Windmill Drive Perham Down to Station Road Double yellow lines have been requested for the A338, Pennings Road, near the junction with the Hill Top Estate via the LHFIG. A request has also been submitted for the continuation of yellow lines opposite the Tesco Junction on Station Road. Permission has been requested for a new footpath on Wylie Road, from the Clarendon Nursery School gate to the road. Aspire are aware and seeking permission from the MoD for Wiltshire Council to install this on their land.</p> <p>River Bourne Corridor Swales fencing quotes were discussed. PH proposed that £9665 be spent on swales’ fencing, by J Harris, seconded by MA, and carried.</p> <p>PH suggested “Warning” signs be placed at the 4 main entrances to the corridor, to be drafted and considered at the next meeting. A heavy-duty bin has been installed near the most northerly bridge.</p>	

HJ proposed that a second bin be installed by Tivoli at the main vehicle entrance to the corridor, on the Phase 1 side, at a cost of £500, seconded by AB, and carried.

Playparks

A debate took place regarding the placement of Communication Boards in the Tidworth Town Council Playparks. Information to be sourced for next meeting. Winter Program of repairs should be completed by 5th May 2023.

Neighbourhood Tasking Group

HJ has asked for this to be placed with the Town Clerk. There should always be representation from the Council.

Community Engagement CW reported on a meeting held on 18th April 2023, minutes had been circulated and taken as read. There were no questions. **CM proposed that they were a true and accurate record, seconded by LC carried.**

Coronation Bouncy castles are no longer available, and trampolines and bungees booked instead.

All license applications have been followed up.

Event Management Plan has been circulated.

Litter pick

Litter pick to be held at TLC on 3rd June 2023.

KM to make the arrangements.

Mortuary Chapel and Halloween are all in hand and details will be shared via website and socials in due course.

Remembrance CW to speak to RBL

Christmas TLC confirmed, Santa, Reindeer and Rides have been booked.

Time Capsule Items have begun arriving from local regts.

All social media numbers continue to increase.

Community Projects MC reported on a meeting held on 25th 2023, minutes had been circulated and taken as read. There were no questions. **PH proposed that they were a true and accurate record, seconded by MC carried.**

Civic Centre The site visit was very well received and it has been agreed to re-visit in 6 weeks' time.

It has been agreed that a Clerk of Works should be appointed, Tim Goodman (SWPT) will source this.

MC and CL attended a Project Board meeting 26/04/2023.

Café – Three presentations booked for 17th May 2023

FM – HJ, PH and CL attended a useful teams meeting. Possible contractors to be followed up.

Furniture and Fittings – Working Group have selected two preferred suppliers.

Staffing Working Group – Staff happy with the recommendations made. Job descriptions being reviewed.

Regular hirers have been contacted to see if they would like to return and what their storage requirements will be.

Other similar venues have been contacted to find out what their hire fees and Terms and Conditions are.

Allotments Unfortunately, Wiltshire Planning have made contact to say there is an issue with the validity of the application. The red line does not extend to the public highway and notice has not formally been served on the MOD,

	<p>therefore the application cannot be determined. The members agree that this is very disappointing, to be highlighted so far into the process, especially when Wiltshire are aware of the MOD's support. The application has been withdrawn and will be re-submitted. Skate Park Start date postponed to 9th May 2023, the weather has meant delays on a previous job.</p>	
23/079	<p>12. Formation of Committees Committees to remain as they are Tracy Jones will sit on Community Services and Andy White Community Engagement. Election of Chairs will be the first item of business at the proceeding Committee meeting and each Committee will nominate two members for Projects.</p>	
23/080	<p>13. Adoption of Standing Orders/ Financial Regulations and Code of Conduct Having previously been circulated the members were happy with the documents. RG proposed that the Standing Orders, Financial Regulations and Code of Conduct were adopted, seconded by CM, carried. CL provided each member with two copies of the Code of Conduct and requested that a signed copy is returned to her. She also reminded the members that it is their responsibility to keep their Register of interests up to date.</p>	
23/081	<p>14. Review of Delegation and Terms of Reference Terms of Reference had been looked at by each Committee with no amendments. MC proposed that all Terms of Reference are adopted for 2023, seconded by HJ, carried.</p>	
23/082	<p>15. Adoption of Asset Register Due to some irregularities this has been deferred for review by the Community Services Committee.</p>	
23/083	<p>16. Review of Memberships/Internal Auditor The following regular memberships were discussed: Society of Local Council Clerks (SLCC) – this includes membership for Clerk and 2 x admin. HJ proposed that SLCC membership is renewed at a cost of £514.00, seconded by CM, carried. Wiltshire Association of Local Councils (WALC) MC proposed that the membership for WALC is renewed at a cost of £1500.00 seconded by HJ, carried. The Internal Auditor for 2023/24 - Auditing Solutions, Clackerbrook Farm, Bromham. Two visits per year. Proposed by CM, seconded by LC, carried.</p>	
23/084	<p>17. Meeting Dates/Outside Bodies Representation A calendar of meetings had been circulated. The following organisations will have a TTC representative sit on them: Police – depending on availability.</p>	

	LHFIG– HJ Wellington Academy Governor – RG Chamber of Commerce – LC Members are asked to provide updates when available.	
23/085	18. Year End Accounts Only received the previous day, therefore will be circulated and deferred to June 2023 meeting.	
23/086	19. S137 Requests A request had been received from Tidworth and District WI, to cover the cost of speakers at their meetings. Members of the public are welcome to join them for the speakers. However, due to restrictions on space at their current venue numbers are limited. Following a discussion, it was agreed that a grant would be awarded to cover the cost of speakers for one year. MC proposed that a S137 grant of £450.00 is awarded to Tidworth and District WI, seconded by HJ, 2 abstentions, carried.	
23/087	20. Correspondence and Updates None	
23/088	21. Bills for Payment Bills for payment totalling £ £417,772.95 had been circulated. PH proposed Bills for Payment totalling £ be paid, seconded by CM carried.	
23/089	27. Date of next meeting 6th June @ 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 8.30pm.

Agreed as a true record..... C Webb, Chair