



TIDWORTH TOWN COUNCIL NOVEMBER 2023

Minutes of the Town Council meeting held on Tuesday 7<sup>th</sup> November 2023 at Castledown Business Park at 7pm.

<p><b>Attended</b>          Cllr's C Webb (in the Chair) (CW) H Jones (HJ), P Hedge (PH), A Birch (AB), T Jones (TJ), A White (AW) L Coleman (LC), M Connolly (MC), C Moore (CM)</p> <p>C Lovell Town Clerk (CL)          K Mooney – Admin          WO1 Clarke – TNB Garrison          F Galvin (MoP)          S Galvin (MoP)          S Fell (MoP)</p>		<p><b>23/154 1. Apologies</b>          Cllr Kofitia, Cllr R Gregory, Cllr Wright, Cllr S Musikavanhu, Cllr Anim          Police          Cllr Pickernell  <b>Absent:</b> Cllr Danso</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
23/156	<p><b>2. Declaration of Interest</b>          None          (Disclosable Pecuniary Interests) Regulations 2012 (SI 2012/1464) (NB this does not preclude any later declarations).          Cllr Jones item 9</p>	
23/157	<p><b>3. General Public Questions</b>          WO1 Clarke reported there has been a £350 million overspend this financial year so therefore cut backs are needed, there is a shortage of personnel which does not help with the workload as well as a recruitment ban within the Civil Service.          It advised that the hall at St Micheals is now officially the place of worship for the Nepalese community, this means that the Rainbows, Brownies and Guides are all looking for a new meeting place.          As far as TTC were concerned it was always the intention of the groups to return when the Civic Centre was complete. CL will put him in touch with the leader Janet Thompson.          S Fell attended the meeting to thank the council, especially Cllr Hedge for getting the Tesco car parking issue resolved.          The arrangement is that staff from businesses on Station Road can register there details with Tesco and use an allocated space for this purpose without being fined for not returning within two hours.</p>	

	<p>F Galvin joined the discussion as he had recently received a parking ticket. CW clarified with him that this arrangement was for staff who had registered their details only and if he wanted to contest the ticket he was to contact Horizon. S Fell also asked when the double yellow line on Station Road was going to be repainted, HJ advised that it will be done when Wiltshire have a date to paint lines in Ludgershall. She also asked if something can be done about the parking on the bend at Drummer Lane, she was advised it was unlikely that anything would be done as there are already No Parking signs, but the question will be asked at LHFIG.</p> <p>F Galvin reported of tree that is blocking a path near Forest Drive.</p> <p>Note: HJ checked this 8th November 2023 and confirmed it has been cleared.</p>	
23/158	<p><b>4. Minutes of October 2023 meeting</b></p> <p>Minutes of the Town Council meeting held on 3<sup>rd</sup> October 2023 had been circulated.</p> <p><b>PH proposed that they were a true and accurate record, seconded by HJ carried.</b></p> <p><b>No matters arising.</b></p>	
23/159	<p><b>5. Wiltshire Councillors Report</b></p> <p>Due to the Area Board not going ahead there was nothing of importance to report.</p> <p>MC advised that there was still approximately 4 week left to run on the Local Plan Consultation.</p> <p>The crossing next to the roundabout at the Ashdown Estate.</p>	
23/160	<p><b>6. Mayors Report</b> –CW reported that although the Civic Centre was moving at a fast pace due to issues with the contamination and electricity installation the handover has been moved from 25<sup>th</sup> October to 4<sup>th</sup> December (possibly after this).</p> <p>Herself and CL had attended a meeting to discuss the bids received for the Youth Street Worker, to be voted under the Leadership report.</p> <p>She had been invited to the Nepalese Dashain festival on 21<sup>st</sup> October and the opening of the Himalayan Oasis restaurant unfortunately she had been unable to attend but TJ kindly attended the opening on her behalf.</p> <p>She will be attending the Remembrance Service at Wellington Academy along with HJ and AB.</p> <p>The Act of Remembrance will be at the Royal British Legion on Sunday 12<sup>th</sup> November.</p>	

<p>23/161</p>	<p><b>7. Committee Reports</b></p> <p><b>Community Services:</b> PH reported on a meeting held on 10<sup>th</sup> October 2023, minutes had been circulated and taken as read. <b>PH proposed that they were a true and accurate record, seconded by HJ, carried.</b></p> <p>HJ and TJ had kindly painted the Beacon Post, with paint acquired from Veolia, thank you for their efforts.</p> <p>PH has met with TLVEG to look at the three dead trees in the bottom area of the cemetery.</p> <p>AN has submitted a request asking WC to plant some shrubs each side of the bridge on Lahore Road as a safety precaution.</p> <p>It has been requested that an assessment be made by WC for the Sidbury Hill/ Coronation Road/Hill Top Avenue/ Gasson Hill estate for a 20mph speed limit to be imposed.</p> <p>Speed Indicator Devices (SIDs)</p> <p>The three proposed locations for the installation of a portable SID device are:</p> <ol style="list-style-type: none"> <li>1. Pennings Road, at the site of the old interactive sign.</li> <li>2. Bulford Road, between the exit from VCP2 and the 30mph/national speed limit sign. AN to liaise with the Gar Comd via the GSM.</li> <li>3. Perham Down – AN to liaise with WO2 Brown (22 Engr Regt) for location.</li> </ol> <p>Flood Warning Signs - Four safety signs were installed around the Corridor on August 3rd.</p> <p>Two of them have already been completely removed and damaged. The other two have “disappeared”. This has now been reported to the police along with the destruction of the litter bin that was also installed earlier this year.</p> <p>Dog Poo bins were discussed</p> <p>Cutting of Pathways -PH proposed £1054.56 +Vat to be paid to Gavin Jones for 8 x litter clearance and grass cutting of the pathways in 2024, seconded by TJ, carried.</p> <p>Walker Fire Training</p> <p><b>PH proposed to pay Walkers £545+Vat, for fire training and a further £99+Vat for a Live Controlled Gas Rig on the training day, seconded by HJ, carried.</b></p> <p>Two benches will be installed at the skatepark, and the third bench in the Shepperd Street play park. Melon yellow for the colour.</p> <p>A safety bar/barrier at the exit of the skatepark, leading onto Meerut pathway and road will be discussed at the LHFIG on 11th October.</p> <p><b>Community Engagement:</b> LC reported on a meeting held on 18<sup>th</sup> October 2023, minutes had been circulated and taken as read. <b>CW proposed that they were a true and accurate record, seconded by CW, carried.</b></p> <p><b>Remembrance</b></p> <p><b>CM proposed menu option 1 £6.00ph for 75 guests supplied by Ezras, seconded by TJ, carried.</b></p> <p><b>Christmas</b></p> <p><b>LC proposed a cost of £28.60 for volunteer santa hats, seconded by CW, carried.</b></p> <p>It was decided that the SEND grotto will not be advertised this year, but we can ‘make arrangements’ upon request.</p>	
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	<p>Skatepark Jam 2024 - July 27th 2024</p> <p>Litter pick - It has been decided due to the lack of available location and inclement weather that is due, the litter pick will not go ahead.</p> <p>Civic Centre - CW confirmed that discussions are ongoing with the Ld. Lt Office regarding the opening.</p> <p>Tidworth Community Awards</p> <p>Award categories</p> <p>Local Business</p> <p>Neighbour</p> <p>Friend</p> <p>Group</p> <p>Young Person (Jakob Fairclough Award)</p> <p>Official person from local Organisation.</p> <p>Volunteer</p> <p>Premises licence application is completed and ready.</p> <p><b>CM proposed the Premises Licence including alcohol, at a cost of £100 initial fee and £70 yearly fee, seconded by HJ, carried.</b></p> <p>Tidworth Times has been distributed.</p> <p><b>Community Projects</b> MC reported on a meeting held on 24<sup>th</sup> October 2023, minutes had been circulated and taken as read. There were no questions.</p> <p><b>MC proposed that they were a true and accurate record, seconded by LC carried.</b></p> <p>Civic Centre - The company originally sourced for EV charging can no longer fulfil the requirement.</p> <p>It is a planning requirement for there to be one functioning EV charging point prior to opening, therefore Tim Goodman (Project Manager) had already sourced an alternative so that this is in place.</p> <p>A quote from the PCC's current supplier for emergency lighting testing had been received. CL is requesting an additional quote from AJK for comparison.</p> <p>Dan Ahern spoke briefly about bat boxes. CL will supply him with a plan of the external lighting so he can advise on best locations.</p> <p>Allotments - There are some queries regarding the access and ownership on parts of Humber Lane. DIO have passed it to their legal team, but this could take up to two years.</p> <p>It is felt that TTC should seek legal advice on what is the best way to proceed.</p> <p><b>MC proposed that TTC should seek legal advice at a cost of no more than £1250.00 + VAT, seconded by CW, carried.</b></p> <p>In the meantime the grazing leases will continue on a rolling basis.</p> <p><b>Staffing</b> HJ reported on the meeting held on 31<sup>st</sup> October 2023, minutes had been circulated <b>CW proposed they are a true and accurate record, seconded by PH, carried.</b></p> <p>Clerks Report</p> <p>Under the Public Bodies (Admission to Meetings) Act 1960 the following agenda items will be closed to the public due to its confidential nature.</p> <p><b>Proposed by PH, seconded by HJ, carried.</b></p> <p>Civic Centre Staffing - There have been several applications received.</p>	
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Pros and cons were discussed regarding sourcing from one of the contractors already engaged to supply a service for the Civic Centre.

**Leadership** - HJ reported on a meeting held on 31<sup>st</sup> October 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 HJ carried.**

AGAR/Internal Audit

Both had been circulated and there were no matters of concern raised in the Internal Audit regarding TTC's processes.

It is agreed that the matters raised on the AGAR were unfair and unnecessary. Unfortunately as the auditor is Government appointed an alternative cannot be out sourced.. However, after circulating a narrative of discrepancies and a timeline to the members the Town Clerk will write a letter.

**MC proposed that the Town Clerk investigate accountancy options and that they are satisfied with the Internal Audit, seconded by CW, carried**

Investment -The fixed term deposit fund invested with Close Brothers had recently matured at a value of £519,402.81.

**CM proposed that the sum of £700,000 is invested with Close Brothers for the term of 1 year, second by MC, carried.**

Outreach Youth Worker - Following on from TTC agreeing to support the funding of a Youth Street Worker to the sum of £2,500.00 CW and CL attended a meeting to review the proposals from potential providers.

The two options which were 4Youth and Yellow brick Road.

**CM proposed 4Youth as the preferred provider, seconded by PH, carried.**

Due to the timely nature of requests received some matters regarding the Civic Centre have been recommended by Leadership over email and minuted at this meeting for the record:

Landscaping – the members agree to the relocation of three of the trees.

Clerk of Works – the members agree to the extension of the COW's contract at a cost of £2,994.00 (Nov) £736.00 (Dec) **Proposed by PH, seconded by HJ, carried.**

Key Suiting – the members have agreed changes to be confirmed by HJ/CL.

EV Charging – the members agree to the quotation of £23,700.00 + VAT from J & G Fencing to provide EV charging points. TTC already has a grant of £11,000.00 from Wiltshire for this. **Proposed by PH, seconded by TJ, 1 abstention, carried.**

Emergency Lighting – have obtained a quote from AJK as a comparison there is a saving of £1,758.00, therefore the members recommend contracting AJK to carry out the Emergency Lighting maintenance at a cost of £1,066.60 + VAT.

**Proposed by PH, seconded by HJ, carried.**

FM 1 year additional costs – this is an expense that has to be paid, the members recommend that TTC accepted the additional cost at £4,539.14.

Extension of FM advice - Extension to SWPM (Tim Goodman) for FM advice and support to Site Officer up to end of March 2024 at a cost of £16,250+ VAT per month. **Proposed by MC, seconded by HJ, carried.**

23/162	<b>8. Civic Centre</b> All issues covered in the Leadership Report	
23/163	<b>9. Zero Waste Tidworth-</b> In the absence of Cllr Anim this item has been deferred.	
23/164	<b>10. Co-options</b> None received.	
23/165	<b>11. S137 Requests</b> None received.	
23/166	<b>14. Correspondence and Updates</b> None	
23/167	<b>13. Bills for Payment</b> Bills for payment totalling £818,705.46 had been circulated. <b>PH proposed Bills for Payment totalling £818,705.46 seconded by AW carried.</b>	
23/168	<b>16. Date of next meeting</b> <b>3<sup>rd</sup> December 2023</b> 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 8.40pm.

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