

Malmesbury Town Council

Minutes of the **Full Council Meeting**

Held via Zoom on **Tuesday 19th January 2021** at 7.00pm.

PRESENT: Mayor Councillor C M Ritchie

Councillors: S D'Arcy, C Doody, P Exton, L G Grant, E Hepworth, W Jones, K Power, D Rogers, P Smith, F Vandelli

Richard Spencer-Williams (Town Clerk), Gill Davie (Minutes)

MAYORS ANNOUNCEMENTS

- Important dates are: - February 5th for The Greatest Malmesburian Debate, March 20th should be the Mayor's Ball but as it cannot be in the usual format alternative ideas are being worked on, Friday 16th April will be a social meeting for the Councillors hosted by the Mayor.
- Correspondence has been opened with Lloyds Bank and with the Secretary of State for Housing, Amenities and Local Government to follow up monies outstanding for the Council. Neither have responded yet
- As this is the last Full Council meeting that the Town Clerk will attend appreciation was expressed for the work he has done in Malmesbury having undertaken a significant number of projects and he has been the centre of the town's response to the Covid activities, providing a great support to the community. Thanks and good wishes were given to him in his new role.

1. DECLARATIONS OF INTEREST: None.

2. APOLOGIES: Cllrs J M Exton, C Hardwick

3. PUBLIC QUESTION TIME: None

4. To receive and adopt the minutes of the Full Council meeting held on the 15th December 2020.

Resolved: the Minutes of the Full Council Meeting held on the 15th December 2020 were received and adopted as a true record.

Proposed: Cllr Ritchie

Seconded: Cllr Smith

5 To receive and adopt the Minutes of the Planning and Environment Committee Meeting held on the 8th December 2020.

This was a straightforward meeting with 8 applications considered. A strong objection was made to the proposal for Glebe House as it was turning office space into residential and also the lack of parking. Cllr Grant informed the meeting that after discussion with the Planning Officer he will not be calling in the application for Glebe House.

Resolved: the Minutes of the Planning and Environment Committee Meeting held on the 8th December 2020 were received and adopted as a true record

Proposed: Cllr P Exton

Seconded: Cllr Rogers

6 To receive and adopt the minutes of the Community and Town Promotions Committee meeting held on the 19th November 2020.

This meeting considered the budget requirements, reviewed the Great West Way, and confirmed membership of Visit Wiltshire.

Resolved: the minutes of the Community and Town Promotions Committee meeting held on the 19th November 2020 were received and adopted as a true record

Proposed: Cllr Power

Seconded: Cllr Grant

7 To receive a report on Malmesbury Town Council actions in relation to Covid 19 Lockdown 3 (Report No 1 Town Clerk)

The Town Clerk covered the items in his report confirming that all essential activities were happening as was routine maintenance. It was reported that the Town Hall had been open on the previous day for residents of Bristol Road during their power cut. A question was asked over the vandalism in the toilets and whether CCTV could be used to monitor this. The Town Clerk confirmed that if the project does go ahead then it is likely that a camera would be placed outside the toilets. A question was raised over when the lodge would be marketed for occupation and the Town Clerk confirmed that work should be completed this week enabling the letting agent to take it to market next week. Cllr Ritchie provided an update on the welfare work during lockdown 3. This has been demand led. The Primary Care Centre flagged up the need for befriending support and that has been provided via the Community Call last week. The Council's role is now signposting and enabling activity, but this will be kept under review. Contact is being maintained with Wiltshire Council and the Community Support Officer.

Cllr Grant has recently facilitated contact between the Primary Care Team and the Police to look at the possible use of parking at the police station to relieve pressure during the vaccination programme. Heals are planning to establish a hot meals service on a fortnightly basis and they are restarting the laptop programme in collaboration with the Co-op to get laptops to families and silver surfers.

The Council Team have been organising parking availability at Waitrose and the Leisure Centre for those people now working at home. Cllr Ritchie is going to write to the organisers of the Hope Springs Eternal campaign to thank them for their work and the publicity it has generated for the town.

Proposal: to receive the reports, to keep the situation under review and to take steps as appropriate

Proposed: Cllr Grant

Seconded: Cllr Vandelli

8 To receive an update report on Malmesbury Town Council and Malmesbury Town Team activity in relation to Covid 19 (Report No 2 Cllr Ritchie)

Cllr Power gave an overview of the activities promoting the High Street, the video of the Christmas lights, the Big Christmas Get Together, 5 days free parking and the winners of the two competitions. All activities should be able to be replicated in future and have received positive feedback from the traders. Thanks were given to all involved.

Cllr Ritchie confirmed that the signage is due to be replaced this week for Malmesbury 2021.

Cllr Power's report was noted and received.

9 To receive a summary exit report from the outgoing Town Clerk (Report No 3, Town Clerk)

The Town Clerk advised the meeting that the report indicated the status of all outstanding work, with some projects still to be handed over to Councillors. The Town Clerk confirmed he was happy to answer any questions Councillors might have about the outstanding work.

The Town Clerk's report was received and noted.

10 To receive an update on planning and related matters in relation to the Malmesbury Neighbourhood Plan and consider proposed next steps (Report No 4 Mayor Ritchie)

Cllr Ritchie explained that Wiltshire Council has not got a 5-year land supply and as a result our Neighbourhood Plan continues to be exposed as it is more than 2 years old. A brief meeting was held with the Planning Officer in December who emphasised that the views of local councils will be taken into account when considering planning applications.

The Local Plan Consultation information meeting is on Thursday 21 January and all councillors were asked to fully participate with this if possible. The plan is still evolving and is considering 5 sites in Malmesbury as potential development sites.

Work is continuing with other Wiltshire town and parish councils and concerns raised with Wiltshire Council and Wiltshire MPs in August will be followed up.

The Steering Group wants to press ahead with the review of the Neighbourhood Plan.

Wiltshire Council still needs to decide on the Filands site acquired by Bloor Homes although it is understood residents are going to be approached about the development.

The Town Team's s106 submission regarding Aldi will be discussed at the next P&E meeting.

Proposal: to note the report and the continuing work based on the resolution taken by the council in November last year

Proposed: Cllr Ritchie

Seconded: Cllr P Exton

11 To exclude the press and public on the grounds of commercial sensitivity and confidentiality for item 12.

Proposed: Cllr Ritchie

Seconded: Cllr Jones

12 To consider and review the rent requirements of Council tenants during the duration of Lockdown 3.

The Town Clerk confirmed that all tenants of the Flying Monk have paid and the next review is August. Heals have paid their rent even though they are not using the office as much due to the lockdown. A suitable rent had been agreed for the Jackdaw café.

Proposal: to let the current situation remain for the Flying Monk and review the position in August, no change to Heals arrangements and the Town Clerk to continue to apply discretion on the rent for the café. This arrangement to be reviewed by the P&R committee in March with a view to bringing back proposals to the April Full Council meeting.

Proposed: Cllr Ritchie

Seconded: Cllr Power

13 To receive a short verbal update from the councils' representatives by expressed invitation:

Malmesbury Conservation Group- will hold a meeting in the next few weeks.

MalmesburyTown Team- Cllr Ritchie is Acting Chair. There will be a joint meeting on February 4th to set the agenda for 2021. Explore Malmesbury will be launched at the end of March. Extra signage will be arriving soon.

Malmesbury & District Twinning Association – the quiz was successful. They are now working on a cultural event for next year.

Operational Flood Group – sluice gates worked effectively in the recent high water. Another volunteer has come forward to be a warden. Cllr D'Arcy is trying to engage with the Wiltshire Drainage Expert. Cllr Jones provided some feedback on poor communication from the police during the recent high water.

Community Area Transport Group – Cllr P Exton reported that the Wiltshire representative has left.

Local Youth Network Management Group – the next meeting is in February. There is some money left in the budget and they are talking to the Town Clerk about the possibility of organising outdoor activities in the town.

Movies@Malmesbury – it is suspended until April.

Malmesbury Climate Action Network- is still meeting and preparing for when it can be launched. Schools Project should go ahead with 2 schools.

14 To receive an update from the Wiltshire Councillor Gavin Grant

Cllr Grant had several issues to report:

- The Area Board will be approving the £5k grant for the Cloister Gardens.
- The Local Plan Consultation is important as not only are the consultations on 5 sites for development within the boundary there are 3 further sites just outside.
- He has called in the Park Road applications, Bloor's application to remove the educational purposes requirement and the land below Waitrose.
- He is pursuing outstanding payments of grants due in December and January.
- The Budget Scrutiny Group meets on Jan 20th and Wiltshire Council is looking for a 4.99% increase in Council Tax. They will make a surplus this year.
- The Community Safety Forum was well attended except for the Police. They have said this will not happen again.
- Aldi's building works are well underway. A full archaeological survey has taken place and has uncovered evidence of a roundhouse.
- The site of the collapse of the wall at Kingswall has been secured by Ringway with metal barriers. Wiltshire Council is disputing who should pay for the repairs and is expecting that should fall to the residents of the Maltings. This area has had subsidence, railings collapsing, concerns about the wall and substantial work on the sewer pipe in the recent past. The situation could have been much worse.

The meeting ended at 9.04pm

Date of next Full Council Meeting: 16.2.21