

AMESBURY TOWN COUNCIL
Minutes of the Meeting of the Town Council held at The Bowman Centre
on 5th December 2023 at 7.15pm

PRESENT: Cllr Dr M Devendran (Mayor), Cllr T Edwards (D Mayor), Cllr R Yuill, Cllr R Crook, Cllr S Hedge, Cllr J Jaconiah, Cllr E Taylor, Cllr A Hagger, Cllr D Kuczera, Cllr J Swindlehurst, Cllr L Knight, Cllr A Lord, Cllr I Mitchell

IN ATTENDANCE: Mrs SJ Tucker (Town Clerk) Mrs K Passmore (Admin/Comms Officer)

VISITING PUBLIC: 17

	Public Questions	ACTION
	<p>A statement was read out in relation to £1718.80 that has been raised for CTSW/The Friends of Amesbury Hopps. Thanks were given to the Mayor for making the Hoppa part of the Mayor appeals.</p> <p>A resident raised a question about item 8.2 The Men’s Shed, the original plan of the building was to replace 3 storage containers which currently store the sporting equipment, he requests that the key factor is not lost.</p> <p>The president of the Carnival Association has asked Amesbury Town Council for their support for events next year in light of the loss of events such as the Great Dorset Steam Fair in 2024.</p> <p>The Chair of the Stonehenge Area Board, Cllr G Wright gave an update on the progress of ongoing matters which they have been working on with Amesbury Town Council. This included Town Gates, Dropped Kerbs at Beverly Hills Park, Waiting Restrictions, Street Signs, the Local Plan and £26k that the Board has provided to associations in Amesbury this year.</p>	
1.	<p>To receive apologies for absence None. All Councillors were present.</p>	
2.	<p>To approve the minutes of the Town Council Meeting dated 7th November 2023 With amendments the Minutes were approved and signed as a true record. Proposed: Mayor, Cllr Dr M Devendran Seconded: Cllr S Hedge Resolved</p>	
3.	<p>To receive declarations of interest from members None</p>	
4.	<p>Mayor’s Remarks It has been a true delight to serve our wonderful community. A highlight worth celebrating was the successful Remembrance Day organized by Amesbury Town Council and the Royal British Legion on November 12, 2023. My heartfelt thanks go out to the RBL, Town Council Staff, Cllr Edwards, Cllr Kuczera, local schools, Stonehenge Chamber of Trade, Antrobus House, residents, and everyone who contributed to the event's success. As part of my Mayor's Charity Appeal for the Hoppa Bus, we</p>	

	<p>hosted a fantastic second Bingo Afternoon on November 30, 2023, raising an impressive £468 through raffle donations and ticket sales. I would like to thank the community champions and local businesses for their generous support. On December 2, 2023, for Small Business Saturday, I had the pleasure of visiting Little House in Town during their Big Christmas Sale.</p> <p>A heartwarming event took place on December 3, 2023, as I attended the Tree of Lights gathering. Thanks to Neil Dunford, Steve Pike, Amesbury Scouts, and everyone involved for organizing such a meaningful evening to remember our loved ones. Later that same evening, I joined the Advent Service at St Mary and St Melor, which was truly a beautiful and reflective experience.</p> <p>I am pleased to share that parking restriction lines have been laid outside Church Street, thanks to the efforts of Wiltshire Council.</p>	ACTION
5.	<p>Clerk’s Update (to deal with any business from the last meeting)</p> <p>The Clerk has begun an internal investigation into the cancellation of the Firework Event in November. Once all evidence has been received a report will be produced and from it lessons learned. This will be presented to the Council. The Council has now received the signed S106 Side Agreement for land at Kings Gate. This now paves the way for us to progress further with play park designs and the tender process for the various parks that will be installed on the estate. The Council will need to raise an invoice to Wiltshire Council to receive all the funds related to this. The Clerk and Operations’ Officer met with Ginkgo last week to discuss the work that is due to start in January at the Kingsgate Garden. The contractor will take on technical responsibilities from 4th Dec, some minor works (spraying) will take place this year but the main project will start on 22nd Jan and should be complete by the end of March. Ginkgo will letter drop to those in the immediate area of the garden to inform them of work commencing.</p> <p>The Clerk will be on leave 22nd Dec, returning 2nd Jan and then on leave 4th – 11th Jan.</p>	
6.	<p>Councillors’ Questions and Statements</p> <p>6.1. Cllr Mitchell thanked the Mayor for the support for additional pharmacies within Amesbury.</p> <p>6.2. Cllr Mitchell thanked the Councillors who responded to the Local Plan submission which was submitted on time. Troy Planning have requested a catch up meeting in relation to this, Councillors are to contact Cllr Mitchell with a suitable time.</p> <p>6.3. Cllr Kuczera reported on the Festive Fayre that was held within Central Car park on 2nd December, which was a huge success. Thanks were given to Councillors who were able to attend and Amesbury Town Council. The wrap up meeting has not yet taken place but there is a desire for a Christmas light switch on event. The Fayre isn’t expected to return the amount of funds to cover the cost of holding it. The Mayor congratulated all those who supported the fayre.</p>	All Councillors

6.4.	Cllr Yuill confirmed the waiting restrictions on Archers Way were installed at the end of November, they have received a mixed response from residents.	ACTION
6.5	Cllr Taylor discussed the blood donation unit and requested an update. The Mayor confirmed that she shall be contacting the NHS to arrange a site visit at The Bowman Centre. Once this has been completed the Council will be informed as to the next steps.	Mayor
6.6.	Cllr Hagger queried if a review of the structure of the Town Council staffing could be undertaken.	Clerk
6.7.	Cllr Knight confirmed the receipt of parking leaflets from the police which she has received permission to re-produce and distribute through the estate. This will then be followed up with Guide Dogs UK and Age UK leaflets.	Cllr Knight
6.8.	Cllr Knight discussed her communications with Bloor Homes and what areas are being maintained, they shall be reporting back to her once a site visit has been arranged. This will then be fed back to the Council.	Clerk
6.9.	Cllr Knight reported on the disability audit with Wiltshire Council that was conducted at Victoria Park. Tender was awarded to Evans Jones. She asked if the Town Clerk can prepare a similar tender document in relation to project work within the Town Centre.	Clerk
6.10	Cllr Knight has requested for Achers Way to be added to the rotation of the Speed Indicator Devices.	
6.11	Cllr Knight highlighted 9 Defibrillators in the Town of which only 2 are accessible 24/7 and the requirement for training on them.	
6.12	Cllr Lord discussed the problem of human faeces at Solstice Park. He suggested this be added to the Agenda for the next meeting with the possibly of double yellow lines to go forward to LHFIG.	
6.13	Cllr Hedge reported how pleased he was to see the double yellow lines on Archers Way. He also noted that there was no crossing to the Stonehenge School and could this be raised at the LHFIG.	
6.14	Cllr Swindlehurst passed on his thanks from RBL to the residents of Amesbury & surrounding towns and villages. A total of £33k was raised.	
6.15	Cllr Strange discussed traffic concerns on Porton Road after a resident was knocked over.	
6.16	Cllr Strange expressed her concerns about the Community Shop as the lease is coming to an end. She asked for a different location to be found in the Town Centre.	Clerk
6.17	Cllr Edwards discussed speeding through the estate and suggested a Amenities Committee to look into Twenty is Plenty signs, CIL money could potentially be used.	
6.18	Cllr Edwards reported on the state of Byway 20, he proposed that stones be laid on affected areas to make a huge improvement for residents. He asked that the Amenities Committee discuss this again.	Cllr Swindlehurst
6.19	Cllr Edwards reported on the meeting that he had held with Cllr Strange and the local Police to discuss security requirements at Bonnymead Rec and Harvard Park following issues during the summer. He shall be putting together a report to suggest some improvements such as bollards, trenches and barriers.	Cllr Edwards
6.20	Cllr Edwards updated the Council on the Biodiversity Meeting held this week, this included managing land around Stockport Road/Avenue. The public may have suggestions to offer.	

		ACTION
7.0.	<p>To receive the Police Report The Police report was received and noted. Changes to The Policing Model were highlighted, although this would not affect how the Town receives services. A warrant had been issued Friday 1st pertaining to Class A and B drugs. The Police had supported the Festive Fayre and Tree of Light with their Mobile Police Station which provided some positive local community engagement.</p>	
8.0.	<p>To receive a report from the Amenities Committee (21st November 2023)</p>	
8.1.	<p>To agree to the cost of supplying and installing 2 x IK08 lights at the cost of £1440 each, plus labour and MEWP allowance, following recommendations about deterring anti-social behaviour at Harvard Park. Proposed: Cllr Swindlehurst Seconded: Cllr Mitchell Resolved: To fund the lights through CIL Reserve 2019/2020</p>	Operations Manager
8.2.	<p>To agree to the Men's Shed Architects (Paul Stevens Architecture) costs of £550 for preparing and sending out tender documents to 3 contractors for pricing and upon return of the tenders check the contractor's breakdown and prepare a report making a recommendation Proposed: The Mayor Seconded: Cllr Edwards Resolved: Tender to be prepared and published on website and Contract Finder</p>	Clerk
8.3.	<p>To accept one of the two quotes for the installation of a new flag pole in the garden at the Bowman Centre and the removal of the wall mounted pole Due to issues in understanding the quote information, this item is referred back to the Amenities Committee.</p>	Cllr Swindlehurst
9.0.	<p>To receive a report from the Projects' Committee (27th November 2023)</p>	
9.1.	<p>To agree to the plan proposed by the Committee for the Wiltshire Towns Program Proposed: Cllr Hagger Seconded: Cllr Kuczera Responded: Plan agreed</p>	
9.2.	<p>To agree to the use the underspend from Year 1 to cover the cost of a professional consultant (quotes being granted) Proposed: Cllr Hagger Seconded: Cllr Buchanan Resolved: underspend agreed</p>	Clerk
9.3.	<p>To agree to spend Year 2 (20k) funds on implementing the plan based on the consultation Proposed: Cllr Hagger Seconded: Cllr Buchanan Resolved: Year 2 spend agreed</p>	Clerk
10.	<p>To receive a report from the Planning Committee PL/2023/08959 Householder Planning Permission, 9 JUBILEE LOSE, AMESBURY, SP4 7GL. Install replica tiled roof extension to the rear of the property. Resolved: Support application</p>	

		ACTION
	<p>PL/2023/09275 Householder Planning Permission, 19 CARPENTER DRIVE, AMESBURY, SP4 7WB. Single storey rear extension and relocation of garden gate. Resolved: No Comment</p>	
11.	To receive a report from the Finance Committee	
11.1.	<p>To review the draft budget and make any recommendations by 11th December. The Finance Committee will sit on 15th December to finalise it. This will be presented to Full Council in January for submission of the Precept to Wiltshire Council by 18th January 2024 Cllr Mitchell asked for all recommendations by 11th December. Cllr Lord has asked the Projects and Amenities Committees to get costings together for the Finance Committee for the budget.</p>	All Councillors
11.2.	<p>To agree the cost of a new website, this is budgeted for £5k. Proposed: Cllr Mitchell Seconded: Cllr Edwards Resolved: costs agreed</p>	Clerk
11.3.	<p>To agree to the use of a Debit card (controlled by the Clerk with a maximum limit of 1k per purchase) Proposed: Cllr Mitchell Seconded: Cllr Swindlehurst Resolved: Debit card agreed</p>	Clerk
12.	Payments on account	
12.1.	<p>Income: £748,563 Expenditure: £410,338 Proposed: The Mayor Seconded: Cllr Mitchell Resolved: agreed</p>	
12.2.	<p>Bank Reconciliation Proposed: The Mayor Seconded: Cllr Mitchell Resolved: agreed</p>	
13.	<p>To review the results of the Fast Food Consultation and to ratify a decision The results were in favour of the Fast Food vendor. The Council considered the pros and cons provided in the remarks. Proposed: The Mayor Seconded: Cllr Hedge Resolved: A Probationary period of 3 month starting in January 2024 will be put in place with reviews and monitoring based on the remarks received in the consultation.</p>	Operations Manager
14.	To approve Councillors to committees, Working Groups and External Organisations	
14.1.	<p>Finance Committee (vice Mark Verbinnen). Cllr J Swindlehurst, Cllr R Yuill and Cllr D Kuczera are nominated Cllr Yuill withdrew his nomination Ballot took place, Cllr Swindlehurst had a majority and was appointed to Finance Committee.</p>	

<p>14.2.</p> <p>14.3.</p> <p>15.</p> <p>15.1.</p> <p>15.2.</p> <p>16.</p>	<p>Cllr L Knight – Bio-diversity and Climate Change Working Group and External Organisations Proposed: The Mayor Seconded: Cllr Mitchell Resolved: Cllr L Knight appointed</p> <p>Cllr A Lord – History Centre (Vice Cllr T Edwards) is nominated Proposed: The Mayor Seconded: Cllr Knight Resolved: Cllr Lord appointed</p> <p>To exclude members of the press and public from the following confidential Staffing Panel items:</p> <p>To agree on the role and recruitment of a replacement for the Operations’ Manager. All councillors expressed their thoughts on the proposals provided. Following a show of hands it was resolved to use Option 2 to recruit externally using the LGRC.</p> <p>To agree on updated pay Proposed: The Mayor Seconded: Cllr Mitchell Resolved: To make the recommended pay award.</p> <p>Date of next meeting: 7.15pm on Tuesday 16th January 2024 at the Bowman Centre</p>	<p>ACTION</p> <p>Clerk</p>
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