

**AMESBURY TOWN COUNCIL**  
**Minutes of the Meeting of the Town Council held at The Bowman Centre**  
**on 6<sup>th</sup> December 2022 at 7.15pm**

**PRESENT:** Cllr D Kuczera (Mayor), Cllr M Devendran (D Mayor), Cllr M Verbinnen, Cllr R Yuill, Cllr I Mitchell, Cllr R Crook, Cllr S Hedge, Cllr T Edwards, Cllr Swindlehurst, Cllr A Brindley, Cllr M Brannon, Cllr

**IN ATTENDANCE:** Mrs W Bown (Town Clerk) Mrs K Passmore (Admin/Comms Officer)

**VISITING PUBLIC:** 4

**POLICE:** 0

		<b>ACTION</b>
	<p><b>Public Questions</b></p> <p>A resident raised a question about the Remembrance Parade and asked if the Town Council would consider approaching Wiltshire Council to allow free parking in the central car park during future Remembrance Day events. The Mayor responded to confirm that this may be a possibility and can be raised at the next full council meeting.</p> <p>The Town Council and Amesbury Residents were thanked for a successful 2022 parade and service.</p> <p>Concerns were raised, via email, about the fireworks event held at the Country Park. Residents conducted a vehicle count and it was found that there was an increase in traffic and cars parked in the vicinity. Councillors were asked to move the event to Centenary Park, to include silent fireworks and parking restrictions.</p> <p>The Mayor responded that a meeting would be scheduled to discuss future fireworks events which would then be brought to full council for discussion. All points shall be taken into consideration and addressed individually.</p>	
1.	<p><b>To receive apologies for absence</b></p> <p>Apologies were received from Cllr A Williams (personal), Cllr A Buchanan (working), Cllr E Taylor (holiday).</p>	
2.	<p><b>To approve the minutes of the Full Council Meeting dated 1<sup>st</sup> November 2022.</b></p> <p>The minutes were approved and signed as a true record</p>	
3.	<p><b>To receive declarations of interest from members</b></p> <p>Cllr Crook declared an interest in the Lynchets, declaring that he would be happy to help due to knowing the landscape and contents.</p>	
4.	<p><b>Mayor's Remarks</b></p> <p>The Mayor reported on the fireworks display which took place at The Country Park. This was a great success and thanks were given to those who helped to organise and run the event.</p> <p>He spoke about future projects, the preparation of the strategic plan,</p>	

		<b>ACTION</b>
5.	<p>the Youth Project, Lords Walk improvements and the possible integration of the Bowman Centre CCTV system with the Town Centre’s CCTV, the Town Council’s climate change strategy including use of electric vehicles and tree policy.</p> <p><b>Clerk’s Update (to deal with any business from the last meeting)</b>  The Clerk reported that the new dishwasher has been delivered. Electric sockets have been installed at the public lavatories for use at community events. Sensor lights are to be installed. Electric charging points have been installed at the Bowman Centre, currently disabled, to prevent unlawful use. Byway 20 issues have been reported to Wiltshire Council’s Rights of Way team.  The History Centre has now been handed over to the Town Council. A reception was held for those involved in the building project over the years.</p>	
6.	<p><b>Councillors’ Questions and Statements</b></p>	
6.1.	<p>Cllr Verbinnen reported that he had attended a site visit to Hills Waste Distribution Centre. Future visits are welcomed.  Cllr Verbinnen was pleased to confirm Christmas tree was erected in the town centre, with thanks given to The maintenance team, The Mayor, Bawdens, and Cllr Verbinnen’s father.</p>	
6.2.	<p>Cllr Mitchell asked if the banners attached to town Council-owned fences could be removed.</p>	
	<p>It was noted that a banner in the Town Centre should also be removed.</p>	Clerk
6.3.	<p>Cllr Hedge asked for an update in relation to letters being delivered prior to the fireworks display. The Town Clerk confirmed that some neighbouring streets had received them and posters were displayed.</p>	
6.4.	<p>Cllr Hedge enquired whether the central car park toilets had a grip floor, as a resident had slipped at the Festive event. The matter is to be fed back to the Chamber of Trade.</p>	
6.5.	<p>Cllr Yuill reported on issues with Byway 20. The Byway is technically open to all traffic and therefore the responsibility of Highways. The matter is currently with Wiltshire Council officers.</p>	
6.6.	<p>Cllr Edwards asked if the streaming link for the meeting could be put onto the Town Council’s social media pages.</p>	
6.7.	<p>Cllr Edwards discussed the slip hazard within the disc golf course and asked for wood chippings to be put down to prevent accidents.</p>	
6.8.	<p>The Deputy Mayor reported on an ‘Ask the Leader’ event that took place. It was very positive with good community engagement, thanks to all involved.</p>	
6.9.	<p>The Deputy Mayor discussed the parking issues on Southmill Road. Two site visits have been conducted with Cllr Swindlehurst and the highways engineer. The matter is to be brought to the next Full Council meeting.</p>	
6.10.	<p>The Deputy Mayor reported on the recent planning application for Holders Field, which has been withdrawn as permission was not needed. The fencing will still be erected.</p>	

		<b>ACTION</b>
7.	<p><b>To receive the Police Report</b> The report was received and noted.</p>	
8.	<p><b>Payment of accounts: to note the list of accounts for payment November 2022</b> Income: £728,750 Expenditure: £421,093</p>	
9.	<p><b>Planning Matters</b> Following recommendations by the planning committee it was resolved to support the following applications: <b>PL/2022/08198</b> Householder planning permission Erection of a single-storey rear extension and orangery. 28 London Road <b>PL/2022/06697</b> Householder planning permission Proposed deck to East elevation. 10 Virginia Close</p>	
10.	<p><b>History Centre Update</b> Cllr Williams was not in attendance. The Mayor reported that the History Centre has now been handed over to the Town Council, building manuals are pending. The fire risk assessment has been completed and the report will be with the Town Council soon. The Town Council and the CIO Trust's solicitors are working on the lease agreement. The Mayor stated that if the lease is not agreed soon the Town Council may want to look at using The History Centre for displays. Cllr Edwards advised that he has received no information from the trustees and would like to be included in meetings going forward. The Town Clerk is to contact the Trustees.</p>	Clerk
11.	<p><b>To receive a report from the Amenities Committee and to agree the plans for the Centenary Pavilion</b> The Amenities Committee had agreed that minor changes should be made to the plan, recommending that wider doors are included in the man shed. Councillors noted comments from the sports teams. Proposed: Cllr Yuill Seconded: Cllr Verbinnen Resolved: The new plan is to be agreed with a request for a wider door. Once the plan is finalised, tender documents are to be drawn up.</p>	
12.	<p><b>To receive a report from the Finance Committee with a recommendation on the Budget detail and Precept charge for 2023/2024</b> Cllr Verbinnen presented the proposed budget for 2023/24, highlighting the transition of the Town Council from a small to medium council, and a need for further expansion. Additional assets, increased grounds and a need for additional staff were all noted. The intention to bring cleaning in-house necessitates the purchase of a small vehicle. IT support is to be outsourced. The purchase of electric vehicles and tree planting policy supports Town Council's carbon neutral commitment.</p>	

		<b>ACTION</b>
	<p>The cost of running of Town Council's buildings has been affected by the increase in gas and electricity prices.</p> <p>The Town Council continues its commitment to the youth and the intention is to complete work to the youth area at Stockport Avenue.</p> <p>An increased budget for events is proposed, to provide for the Coronation, fireworks and laser show and Town Council-led community events.</p> <p>Proposed: Cllr Verbinnen            Seconded: Cllr Mitchell            Resolved: to agree the proposed budget detail</p> <p>Proposed: Cllr Verbinnen            Seconded: Cllr Crook            Resolved: to agree the Precept charge for 2023/24 of £628,842, equating to £139.70 for a Band D property</p>	Clerk
13.	<p><b>To receive a report on progress to date on the Wiltshire Towns Programme</b></p> <p>No further update. The Chamber of Trade has been trying to progress the project, but there has been no uptake from businesses.</p>	
14.	<p><b>Neighbourhood Plan Update</b></p> <p>Cllr Mitchell reported on a recent meeting with Troy Planning &amp; Design which outlined their approach to the Neighbourhood Plan, estimating that the process it could take 2 years. A meeting has been held with Wiltshire Council and Troy Planning and Design.</p>	
15.	<p><b>Social Media: To agree to use Instagram</b></p> <p>Councillors were asked to consider the creation of an Instagram account which runs alongside Facebook.</p> <p>It was proposed that consideration also be given to a Twitter account. To be considered at the next Full Council meeting.</p> <p>The Deputy Mayor felt that that a Social Media Policy should be put into place before an Instagram or Twitter account was created. She put forward a counter-proposal that an Instagram account should not be created until a social media policy has been put in place and the matter be deferred to the January meeting.</p> <p>In favour of the counter-proposal: 4            Against the counter-proposal: 5</p> <p>Proposed: Cllr Verbinnen            Abstention: Cllr Crook            Resolved: to agree to use Instagram</p>	Clerk

		<b>ACTION</b>
16.	<p><b>To receive a request regarding the installation of a cemetery sign to indicate the presence of war graves</b></p> <p>The Mayor noted that 16 War Graves have been confirmed within Recreation Road Cemetery. A request has been put to the Town Council for a Commonwealth war sign to be placed at the entrance to the cemetery, there would be no costs attached to this.</p> <p>Proposed: Cllr Mitchell            Seconded: Cllr Brannon            Resolved: to agree to the installation of a war graves sign. Officers to choose the design</p>	Clerk
17.	<p><b>To receive a report from the Stonehenge Community Area Youth Forum</b></p> <p>Cllr Verbinnen reported that 20 young people attended the meeting, which was a great success and will be repeated every 6-9 months.            Cllr Yuill wondered whether a 'cooking on a budget' workshop could be run at a future meeting.</p>	
18.	<p><b>To receive a report from the Projects Committee</b></p> <p>Cllr Edwards gave an overview of the committee's discussions.            It was noted that the inclusion of Bonnymead car park resurfacing could be brought to the Projects Committee for consideration.            A meeting with users of the skate park concluded that they are caring for the park. The idea was put to them to form a youth committee to advise the Town Council of any future events/requirements.</p>	
19.	<p><b>To receive a report from the Health &amp; Wellbeing Committee</b></p> <p>Cllr Devendran reported on two future wellbeing events: a Christmas Concert at Antrobus House on 20 December, 11am-1pm and a Christmas Coffee morning at The Bowman Centre on 16 December, 10am-12pm.            Cllr Devendran proposed that she organises a quiz night in the new year.            Proposed: Cllr Devendran            Seconded: Cllr Edwards            Resolved: that Cllr Devendran organises the quiz night with help from councillors and the Bookings and Events Officer within the Bowman Centre</p>	MD
20.	<p><b>To resolve to use S.106 funds from the Earmarked Reserve to undertake work to improve drainage at the Centenary Pavilion.</b></p> <p>The Mayor reported that members of Amesbury Rugby Club have reported numerous drainage problems with the Pavilion. Councillors were asked if S.106 funds could be put towards investigating this.            Councillors agreed that an inspection should take place as there is money in the budget for this.            Proposed: Cllr Edwards            Seconded: Cllr Mitchell            Resolved: to use S.106 funds from the Earmarked Reserve to undertake work to improve drainage at the Centenary Pavilion</p>	Clerk
21.	<p><b>To resolve to exclude the public and press for the following items due to</b></p>	

		<b>ACTION</b>
	<p><b>the confidential nature of discussing contracts and staffing matters</b></p>	
22.	<p><b>Councillor attendance</b> The Mayor confirmed that this did not need to be discussed due to the councillor's attendance tonight.</p>	
23.	<p><b>Staffing: national pay award</b> Proposed: Cllr Verbinnen Seconded: Cllr Edwards Resolved: to agree to NALC's recommendations of a pay award to all staff members and to award an extra day's leave per year.</p>	
24.	<p><b>To consider recommendation from the finance committee regarding the purchase of a maintenance/management app</b> The Mayor confirmed that maintenance app demonstrated by Joblogik was the most pertinent to the Town Council's needs. Others had been viewed but were not suitable. Proposed: Cllr Edwards Seconded: Cllr Hedge Resolved: to purchase the maintenance/management app from Joblogik</p>	
25.	<p><b>To consider recommendation from the finance committee regarding the purchase of a small electric vehicle</b> Three quotes were considered for the vehicle to be used by future cleaning staff and the caretaker manager. Proposed: Cllr Verbinnen Seconded: Cllr Mitchell Resolved: to purchase the 'Pony'</p>	
26.	<p><b>Date of next meeting:</b> 7.15pm Tuesday 10<sup>th</sup> January 2023 at The Bowman Centre</p> <p>Meeting closed at 9.15pm</p>	