

CARTERTON TOWN COUNCIL
MINUTES OF THE MEETING HELD IN THE TOWN HALL
ON TUESDAY 13 DECEMBER 2016
COMMENCING AT 7.45 PM

Present: Cllr Mrs L Little - Town Mayor
Cllr N Leverton - Deputy Mayor

Cllr M Brennan Cllr J Hayes
Cllr R Brooks Cllr M McBride
Cllr Mrs D V Bulley Cllr Mrs M Mead
Cllr Miss S Coul Cllr D Melvin
Cllr R Crapper Cllr P Scott
Cllr Mrs C Delaney Cllr Mrs C Wilson

Officers: Ron Spurs - Town Clerk
Tan Marchant – Assistant Clerk

Apologies Cllr Mrs N Miah, Cllr Mrs S Scott-Stovold

The meeting was preceded by a presentation by Jo Smith, the Manager of the Carterton Children's Centre, and Hayley Phillips, Station Youth Worker at RAF Brize Norton.

95 DECLARATIONS OF INTEREST

Cllr Miss Coul declared a non-pecuniary interest in Item 105 as she was the applicant.

96 MINUTES

The Minutes of the Meeting held on 15 November 2016, copies of which had been previously circulated to Members, were confirmed as a true record and signed by the Mayor.

97 TOWN MAYOR'S ANNOUNCEMENTS

The Mayor said that the Senior Citizens drop in lunch was enjoyed by many people and included various soups, turkey and mince pies. Chocolate, chocolate biscuits, Christmas crackers, sherry and wine were also on offer. The food was also offered to the Market Traders. This was made possible by kind donations and the Mayor expressed her thanks to Michael Bennett for the donation of the turkey, to a veteran who wished to remain anonymous for providing the mince pies, and to Tan Marchant and Scott Edwards for all their help in making this such an enjoyable event.

The Mayor was invited to attend a meeting with key personnel from RAF Brize Norton Armed Forces Day Committee, who were preparing an Armed Forces Day Extravaganza for all military personnel in the community. RAF Brize Norton would be taking the lead this year, but had invited the Mayor as Chairman of the Events Working Group. She understood that there would be a large event held in the town and she would report back to the Events Working Group in due course.

On 19 December, with the help of personnel from RAF Brize Norton and volunteers, the Mayor would be delivering 25 hampers to local families and single residents. The contents of the hampers had been donated by local residents and RAF Brize Norton personnel.

The Mayor said she had signed up to be part of the Great British Spring Clean to be held on 3 March 2017 at 10.30am. The area to be cleaned would be the Market Square and Alvescot Road Recreation Ground. More information would follow nearer the time via the Events Working Group.

The Mayor expressed her thanks to the Clerk, Jo Smith and Jenny Withers for the hard work put into meetings they have had regarding the Children's Centre.

98 CLERK'S REPORT

The Clerk's Report, copies of which had previously been circulated, was received. The Report is attached at Annex A. See below.

99 ADJOURNMENT FOR MEMBERS OF THE PUBLIC TO RAISE MATTERS

No members of the public were present.

100 ADJOURNMENT FOR COUNTY COUNCILLORS TO RAISE MATTERS

No County Councillors were in attendance on this occasion. Cllr Handley had sent his apologies.

101 PLANNING COMMITTEE

Council received the Minutes of the Meeting of the Planning Committee held on 15 November 2016. These were noted.

102 ICE CENTRE - LEASE OF ALLANDALE

The Clerk had previously circulated a report regarding the lease of the Allandale Centre, which expires in January 2018. Council discussed the three options: renew the lease, not renew the lease, or enter into negotiations with ICE to explore the sale of the building to them.

Several Councillors referred to the presentation by the Children's Centre and were surprised and impressed by the size of its operation and would propose that the lease of the Allandale is not renewed with ICE so that it can revert to a community building to house the Children's Centre and possibly the Day Centre as well. It was suggested that the piece of land to the rear of the Community Centre on Shilton Park could be offered for sale to ICE.

Council RESOLVED that the Lease to ICE would not be renewed in January 2018. Cllrs Leverton and McBride asked for their abstention to be noted.

103 CARTERTON CHILDREN'S CENTRE

The Clerk had presented a report on funding for the Carterton Children's Centre to determine whether the Council should provide financial assistance by earmarking funds to maintain the Centre in Carterton when funding is likely to be withdrawn next year. The Clerk said he would approach WODC and other funding bodies for community grants to upgrade the premises.

Council RESOLVED to APPROVE the grant of £30,000 pa to the Carterton Children's Centre for a three year period under the provisions of Section 19 of The Local Government (Miscellaneous Provisions) Act 1976.

104 IT UPGRADE

The Clerk had circulated a report on the commissioning of a company to improve the Council's IT capability. Three quotes had been sought and the recommendation was that Alto Digital be appointed at a cost of £5,788 + VAT.

Council RESOLVED to APPROVE the quote from Alto Digital to upgrade the Council's IT.

105 APPLICATION FOR GRANT FUNDING

RESOLVED that the Council in accordance with its powers under Section 137 of the Local Government Act 1972 should incur the following expenditure which, in the opinion of the Council, is in the interests of the area or its inhabitants and will benefit them in a manner commensurate with the expenditure here set out:

(a) The Carterton Community Group had applied for £200 towards the cost of providing a Christmas Day meal for up to 40 people who would otherwise be alone. Cllr Mrs Little expressed some concerns about the newness of the group, the lack of any accounts and precise details of the cost. Miss Coul responded that a catering manager had quoted a total of £447.50 for up to 40 people with an allowance for any special dietary requirements, and she would send full details to the Clerk. The event would be held at the Town Hall free of charge.

Council RESOLVED to APPROVE the grant of £200 to the Carterton Community Group.

106 FINANCIAL STATEMENT

Cllr Miss Coul queried the absence of income and expenditure reports from the committee papers each month and the Assistant Clerk said that it had been agreed that these would be issued quarterly. However, if any Councillors required this information more frequently, then the Assistant Clerk would be happy to send it by email.

The Financial Statement to 30 November 2016, set out at Annex B, was APPROVED.

107 ACCOUNTS FOR PAYMENT

Council RESOLVED that the Accounts for Payment for December 2016, set out at Annex C, be APPROVED for payment.

108 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960

RESOLVED that as publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted, the Press and Public be excluded from the Meeting.

Confidential items follow.

109 COMPLAINT BY MR DAVID RICHINGS

Confidential item.

110 LEASE OF STREATFIELD HOUSE, FIRST FLOOR

Confidential item.

111 CLERK'S REVIEW

Confidential item.

The meeting ended at 9.30 p.m.

17 January 2017

Town Mayor

- 1 **1 Streatfield House** - The ground floor tenant is scheduled to complete today. A Heads of Terms Lease for the first floor is an Agenda item. Assuming the first floor lease is agreed and proceeds, the revenue from the property will be in line with the Council's expectations. Once this property is occupied the Council may wish to consider looking for a second property to purchase. **Noted.**
- 2 **Carterton Police Station, Burford Road** - I circulated information to you regarding the likely sale of the police station in the near future. I have received positive replies and no negative ones regarding the flagging of the property as a community asset. This does not commit the Council to purchase the building and land, but it does prevent the sale of the building and land for a six month period when it goes on the market, to give the Council an opportunity to consider whether it may wish to purchase the building and land. I will prepare the necessary paper work and it will come to Council by way of a Report in January 2017 for approval. **Please let me know any further views.**
- 3 **Christmas Lantern Parade and Lights Switch on** - For the first time the Council had responsibility for marshalling the Lantern Parade and it was incorporated into the Event Plan for the switch on. Thanks to all those Councillors who helped with the Marshalling and in particular to Mr Rich Barnes from the Lions who co-ordinated the procession from the Community College. I have been advised that approximately 3000 people attended the event. There were no incidents and no injuries reported.

In relation to funding for the event, funds were earmarked within the Events budget. Not all the receipts have been received; by the nature of the organisations involved they expect speedy payment. Therefore, I propose to authorise the payments using the Clerk's authority. I will report to you the full amount in January 2017. There were some small learning points from the event which will be discussed at a wash up meeting. I would like to thank the team at the Council who made the event happen. **Thanks to residents for supporting the event and to Cllr Leverton for assisting with the Lantern Procession.**

- 4 **Skate Park** - A meeting was held on 5th December 2016 between the contractor and Skate Park users. The users varied in age from young teens to adults in their 30s. The meeting was very constructive and minor design changes were made in accordance with the views held by the group. The final design meets the expectations of the varied age groups and disciplines who will use the park. This was the third consultation meeting to take place. I am preparing a pre construction agreement with the contractor and starting the process of seeking grant funding for the project. Anticipated completion date is spring 2017. **Noted.**