

AMESBURY TOWN COUNCIL

Minutes of the meeting of the Full Council held via Zoom
on Tuesday 4th May 2021 at 7.15pm

PRESENT: Cllr R Evans (Mayor), Cllr F Westmoreland, Cllr R Goldthorp, Cllr T Edwards, Cllr M Verbinen, Cllr M Strange, Cllr R Crook, Cllr A Williams, Cllr I Mitchell and Cllr R Fisher

IN ATTENDANCE: Mrs W Bown (Town Clerk) and Mrs A Membrey (Admin Officer)

VISITING PUBLIC: 3

PRESS: None

POLICE: None

	ACTION
Public Questions None	
1. Apologies for absence Apologies received from Cllr Kuczera due to working and Cllr J M Swindlehurst and Cllr J T Swindlehurst on holiday.	
2. To approve the minutes of the last meeting dated 6th April 2021 The minutes were approved and signed as a true record.	
3. To receive declarations of interest from Members Cllr Crook would declare an interest as and when necessary. Cllr Strange would declare an interest as and when necessary.	
4. Mayor's Remarks (report) A quiet month due to the Covid-19 restrictions. The Mayor thanked Councillors, Town Clerk and Officers for their assistance during the Mayoral year.	
5. Clerk's Update The written report was noted.	
5.1 The Clerk confirmed that the marketing of 2 Flower Court would be on the next Full Council Agenda.	Clerk
5.2 The Clerk confirmed that Joanne Johnston, Amenities and Events Officer, had passed her Introduction to Local Council Administration Course with flying colours.	
5.3 The Clerk confirmed that the 30 new allotments have now been allocated and are being worked. There are still 97 residents on the waiting list. The contractor is completing some remedial work to the site. It was confirmed that any unwanted flint from the worked plots could be piled up and used as a based for the youth storage container.	
5.4 The Clerk passed on her thanks and best wishes to all the Councillors who would be no longer serving.	
6. Councillors' Questions and Statements	
6.1 Cllr Williams reported that a Family Fun Day would be held on Holders Field on 29 th August 2021.	

		ACTION
6.2	Cllr Fisher confirmed that another road traffic incident had happened along Countess Road, the second incident in 3-4 months. Cllr Fisher asked that for the Town Council to recommend the reduction to 30mph along all roads in Amesbury. Cllr Strange asked for Porton Road to be included in the scheme.	
6.3	Cllr Strange was appalled by the recent vandalism to the Central Car Park Toilets, with the gents toilet door being damaged and one of the hanging baskets going missing.	
7.	To receive the Police Report. The report was received and noted.	
8.	To receive a report from the Amenities Committee The report was received and noted.	
9.	To receive a report from the Kings Gate biodiversity working party The report was received and noted. A meeting is being scheduled with Wiltshire Council, Bloor Homes and Amesbury Town Council to discuss the transfer of several areas of land.	
10.	To receive a report from the History Centre Committee	
10.1	It was confirmed that progress is being made with the construction. A meeting was to be held with the contractor and the Project Manager to resolve some of the planning and building regulation issues.	
10.2	A meeting has been held to discuss the lease.	
11.	To consider a request from the police licencing officer to trail overnight opening of the public toilets. Following a discussion it was agreed to trial the overnight opening of the public toilets on Thursdays, Fridays and Saturdays up to Christmas 2021. The Town Clerk is to discuss cleaning and COVID-19 guidelines with the contractor.	Clerk
12.	Archers Gate/Kings Gate Land Transfers – current/outstanding issues. Cllr Fisher confirmed that a meeting was being held this week with Bloor Homes and Wiltshire Council to discuss the transfer of land to Amesbury Town Council, including the Country Park.	
13.	To receive a recommendation from the Planning Committee regarding WR1 application for waiting and parking restrictions on Kitchener Road. Following a discussion it was agreed not to recommend the installation of double yellow lines along part of Kitchener Road due to this being an ongoing issue during school start and finish times only. It was agreed that a letter would be sent to the Headteacher of Amesbury CofE Primary School.	Clerk
14.	To consider a traffic survey request for recommendation to Wiltshire Council Proposed: Cllr Fisher Seconded: The Mayor Resolved: to request a traffic survey of Countess Road to Wiltshire Council.	
15.	To agree to use Auditing Solutions to undertake the internal audits 2021/22 Proposed: Cllr Crook	

- Seconded: Cllr Mitchell
Resolved: to use Auditing Solution to undertake internal audits 2021/22
16. **To agree to use Trethowans and/ or Bonallack & Bishop for legal advice 2021/22**
Proposed: Cllr Verbinnen
Seconded: Cllr Crook
Resolved: to use Trethowans and/or Bonallack & Bishop for legal advice 2021/22
17. **To agree Amesbury Town Council's Code of Conduct 2021/22**
Proposed: Cllr Edwards
Seconded: Cllr Verbinnen
Resolved: to agree Amesbury Town Council's Code of Conduct 2021/22
18. **To agree Standing Orders 2021/22**
Proposed: Cllr Crook
Seconded: Cllr Westmoreland
Resolved: to agree Standing Orders 2021/22
19. **To receive a recommendation from the finance committee to agree financial regulations 2021/22**
Proposed: Cllr Williams
Seconded: Cllr Westmoreland
Resolved: to agree the financial regulations 2021/22
20. **To receive a recommendation from the finance committee to agree delegated financial limits 2021/22**
Proposed: Cllr Williams
Seconded: Cllr Westmoreland
Resolved: to agree the delegated financial limits 2021/22
21. **To receive a recommendation from the finance committee to agree re-adoption of the financial procedures**
Proposed: Cllr Williams
Seconded: Cllr Westmoreland
Resolved: to agree to the re-adoption of the financial procedures.
22. **To receive a recommendation from the finance committee to approve the financial and general risk management document**
Proposed: Cllr Williams
Seconded: Cllr Westmoreland
Resolved: to agree the financial and general risk management document.
23. **To receive a recommendation from the finance committee to approve Earmarked Reserves Strategy.**
Proposed: Cllr Williams
Seconded: Cllr Westmoreland

Resolved: to approve the Earmarked Reserves Strategy.

24. **To agree direct debits and standing orders for 2021/22**
Proposed: Cllr Williams
Seconded: Cllr Westmoreland
Resolved: to agree direct debits and standing order for 2021/22
25. **To agree signatories for the CCLA Public Sector Deposit Fund and Property Fund.**
Proposed: The Mayor
Seconded: Cllr Westmoreland
Resolved: to agree Cllrs J T Swindlehurst & Williams to be signatories for the CCLA Public Sector Deposit Fund and Property Fund.
26. **To confirm the reference to the Constitution for updating during 2021/22**
Proposed: Cllr Crook
Seconded: Cllr Fisher
Resolved: agree the reference to the Constitution for updating during 2021/22
27. **To resolve to exclude the public & press for the following items due to confidential nature of discussing contracts.**
Proposed: Cllr Mitchell
Seconded: Cllr Westmoreland
Resolved: to exclude the public & press for the following items due to confidential nature of discussing contracts.
28. **To receive recommendation from the Finance Committee: Play Area Enhancement Tenders.**
Proposed: Cllr Williams
Seconded: Cllr Crook
Resolved: to remove the work at Bonnymead Park from the tenders and award the contract to Vita Play. It was agreed to look into replacing all the play equipment and wet pour at Bonnymead Park.
29. **To receive a report from the staffing panel.**
The Mayor reported that the hiring of the rooms at the Bowman Centre was currently being look into with a view to staff members continuing to work from home and the Town Council policies and procedures were being updated.
30. **Items for the next meeting**
The Mayor asked Councillors to pass any items on to the Town Clerk.
31. **Date of next meeting:** Annual meeting 7.15pm on 18th May at the Bowman Centre and via Zoom for members of the public
- Meeting closed – 19.54

Admin
Officer