



MARLBOROUGH TOWN COUNCIL

ACTION PLAN

2017-2021

Reviewed - September 2019

Marlborough Town Council

Action Plan

This Action Plan summarises the projects and proposals that Marlborough Town Council, sometimes in partnership with others, will develop and/or deliver during its 4 year term. The document will be subject to alteration and amendment and will inform the budget setting process.

Partners

Amongst others these include Wiltshire Council, Marlborough Area Neighbourhood Plan, The Merchant's House, Action for the River Kennet, North Wessex Downs AONB, Churches Together, Transition Marlborough, Marlborough in Bloom, Marlborough Lions Club, Marlborough & District Rotary Club, Marlborough Area Neighbourhood Plan (MANP), Showmen's Guild, VisitWiltshire, Great West Way, Wiltshire Police, English Civil War Society, Wiltshire Association of Local Councils, the Dorset & Wiltshire Fire & Rescue Service and Marlborough & District Chamber of Commerce.

Review and Evaluation

The Action Plan will be regularly and formally reviewed. It is a 'live' document and the Council can add to it and amend as necessary. Progress on projects will be reviewed by Standing Committees and reported to Full Council.

Projects marked with an asterisk* were added in 2019

Summary of Completed Projects 2017-2019

CCTV

The main Town Centre operational system has been in place since 2017. We extended it to cover the Marlborough Community & Youth Centre in 2018 and George Lane and Coopers Meadow in 2019. Used by police from our local area and beyond, this system has proved very valuable in identifying and following up on crime.

Public Toilets

The George Lane public toilets were completely refurbished and opened 2017, with an additional DDA cubicle opened in 2018. A new single DDA accessible public toilet cubicle opened in the High Street at the Town Hall in July 2019. More at <http://www.marlborough-tc.gov.uk/news/news-articles/2060-new-loo>

Marlborough Community & Youth Centre

Taking on the lease and completely refurbishing this building was a real community project, involving a lot of fundraising, grant awards and community involvement – so much so that it won an award from Community First in October 2018. The lease was signed in 2017 and we reopened this well-used facility just before Christmas 2017. See the details at <http://www.marlborough-tc.gov.uk/consultation-community/community-centre-home-page>

New Play Area

A new play area opened in Coopers Meadow in 2018 at a cost of just over £50,000, mainly funded through developers S106 contributions and payments from the Community Infrastructure Levy (CIL). A major improvement is that children can now use it all year round thanks to an improved, well-drained surface, in this water meadow location. More at <http://www.marlborough-tc.gov.uk/opening-the-cm-play-area>.

20mph Limits

A public consultation was completed in May 2018 and new 20mph speed restrictions are due to be implemented at a number of roads in October 2019. Read the full report at http://www.marlborough-tc.gov.uk/images/surveys/20mph_survey_results_and_comments.pdf



Puppet Festival

A very successful Puppet Festival took place 8/9 July 2017 – so much so, that another is being planned for 2020. The festival was organised by David Leech to celebrate 70 years since Bob Pelham founded Pelham Puppets here in Marlborough. There was a March of the Marionettes in the High Street, puppet shows in the Town Hall and Priory Gardens and displays in The Merchant's House – with the original Muffin the Mule taking a starring role. More details and pictures are available in our gallery at <http://www.marlborough-tc.gov.uk/marlborough-puppetry-festival>.

Blue Plaque for Eglantyne Jebb

On Friday, 7 June, the rain couldn't stop Marlborough from commemorating Eglantyne Jebb, co-founder of Save the Children, when our Town Mayor, Councillor Mervyn Hall, the Chairman of Wiltshire Council, Cllr James Sheppard and Fidelma Meehan, representing the charity, unveiled a new blue plaque on the Library at 91, High Street. See <http://www.marlborough-tc.gov.uk/blue-plaque-for-eglantyne-jebb> for more information.

Blue Plaque for Bob Pelham

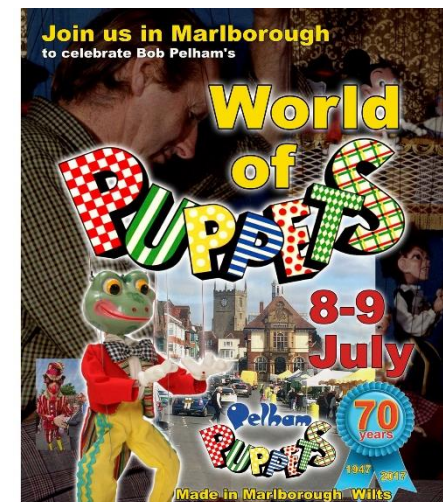
On 28 February 2019, a special commemorative event took place to honour Bob Pelham, founder of Pelham Puppets. Our Town Mayor, Councillor Lisa Farrell and Astrid and Sue Pelham, nieces of Bob Pelham, unveiled the plaque which sits on the side of the curved building in Kingsbury Street close to Town Hall in the heart of the town centre. There's more about this event on our website at <http://www.marlborough-tc.gov.uk/consultation-community/photo-galleries-events>.

WW1

Commemorating 100 years since the end of World War 1, a weekend of commemorative events took place 9-11 November 2018 including commemorations at the 7th Wiltshire Regiment Memorial, a poetry evening, a Roll of Honour event, a Remembrance Parade and the lighting of a beacon on The Common. See <http://www.marlborough-tc.gov.uk/remembrance-2018> for more detail.

Civil War Re-enactment

This, our second English Civil War Society re-enactment event, took place in July 2019 with living history demonstrations in Priory Gardens and The Merchant's House, a parade in the High Street and displays and battles held over the weekend at The Common. Read more at <http://www.marlborough-tc.gov.uk/civil-war-gallery>



MARLBOROUGH TOWN COUNCIL

MAJOR PROJECTS AND POSSIBLE NEW INITIATIVES 2017 - 2021

Category

Project	A defined structure exists with a clear understanding of tasks, costs, timescales and risks
Proposal	An idea that is yet to be structured. Requires study and debate; evidence of community and Town Council support; justification and planning. Committee/Working Party to take forward
Ongoing task	Essential work that has to be done but, due to unknown content, cannot be structured as a project
Quick win	Highly desirable with low resource requirements

Priority

High	Already started; to be delivered during 2019/20
Medium	To be delivered during FY 2019-2021
Low	To be recommended by this Council for beyond May 2021

Note

This list does not include work that carries on year-on-year - management of the Remembrance Parade, Armistice Day, Mayor Making, Civic Service, Christmas Lights Switch-on, Newcomers Reception and the day to day running of services and the Town Council estate. (This includes its property portfolio (7 residential and 3 commercial properties), the Town Hall, cemeteries and burials, play areas, sports pitches, The Common, The Green, public toilets, parks and gardens, War Memorials, the Town Hall, Community and Youth Centre, Skatepark and more)

	Description	Comments	Estimated Delivery	Completion	Type	Priority	Committee Responsibility
FTC1	CCTV in Town Centre and Open Spaces	Licence obtained for final two cameras to be placed on Cancer Research Shop. 2 cameras now at the MC&YC. 3 cameras at George Lane. 2 cameras planned for Priory Gardens	2017/18 2019/20	Main Town Centre operational system in place 2017. MC&YC system in place 2018. George Lane system in place 2019	Project Project	Complete High	FTC FTC
FTC19*	Tourism Initiative	Scale of work and introduction of GWW has prompted MTC to recruit a Tourism Officer who starts in September 2019	2017-2021	Tourism Officer recruited – 9.9.2019	Ongoing Task	Complete	FTC
FTC2		A Tourism Strategy	2019/20			High	
FTC3		Working Party to be re-established to include MTC, The Merchant's House, Marlborough College (Summer School), Area Board and others				High	
FTC4		Possible Information Point in George Lane car park		Tourist Information Point completed in June 2019		High	
FTC5		Town Guide (already agreed by FTC)				Medium	
FTC6		Coach Friendly Status				High	
		Great West Way (headed up by VisitWiltshire)		2018: MTC now a Destination Ambassador for the GWW Scheme		High	

FTC7		Increased promotion of Shopmobility and review of scheme including signage and promotion				High	
FTC8		Promotion/signage for free Community WiFi				High	
FTC20*		Signage Review				Medium	
FTC21*		Signage for MTC Office				High	
FTC10	Volunteers Exchange	Town Mayor Initiative. Match volunteers to local organisations. Possible online tool and inclusion in next Newcomers Reception	2017/18			Medium	FTC
FTC11	Community Asset Transfers (CATs) and Devolution of Services from Wiltshire Council (WC)	Some initial work undertaken in 2017 - postponed by WC for a review Discussions to restart 2019/20 Now on list for devolution starting in March 2020. Must be completed by December 2020	2017-2021			High	FTC
FTC12	Events	Marlborough Puppetry Festival (Pelham Puppets) 8/9 July 2017 and Bob Pelham Blue Plaque	2017/18 2017-2019	Festival took place 8/9 July 2017 Plaque erected February 2019	Project Quick Win	Complete Complete	FTC FTC
FTC13		Civil War Re-enactment July 2019 in partnership with the Civil War Re-enactment Society	2020/21	Civil War Re-enactment took place in July 2019	Project	Complete	FTC

FTC14	MTC to work with volunteer committee	Puppetry Festival July 2020 in partnership with a Community Committee	July 2020		Project	Medium	FTC
FP1	WW1 Centenary	100 years commemoration of the end of World War 1	2018/19	Weekend of commemorative events 9-11 November 2018	Project	Complete	F&P (Civic)
FP4*	VE Day	WW2 commemorations – 8 May 2020	2020		Project		F&P (Civic)
FTC15	Local Council Award Scheme (WALC)	Achieving a recognised national status for Town Council	2019/20	2021	Ongoing task	Medium	FTC/Town Clerk
FTC16	Registration of all land and property with HMLR	Possible outsourcing. Linked to the devolution of assets and services from WC	2018/19		Project	Medium	FTC
FTC18	Community Governance Review	Town Clerk to clarify the process with WC. Decision to be made in September 2019 to enable a WC Community Governance Review to take place	2017-2021		Ongoing task	Medium	FTC
FTC22	Blue Plaque – Eglantyne Jebb	Collaborative project with WC, Marlborough.News and Save The Children	June 2019	Unveiled June 2019	Project	Complete	FTC
FTC23	Kelham Gardens Car Park	Potential residents' car park. Feasibility study & pre-application advice obtained. Funding planned		WC sold elsewhere. Not to be taken forward	Proposal	n/a – not taken forward	FTC
FTC24*	Town Museum Collaboration	Working towards increased partnership working. Also opening of cells at Town Hall.	2020/21		Ongoing task	High	FTC

FTC25*	Public Realm Audit	Review of street scene, signage, public art etc	2020/21		Ongoing task	Medium	FTC
FTC26*	Blue Plaque Upgrade	Upgrade to all plaques & promotion of Blue Plaque Walk	2020/21		Project	Low	FTC
FTC27*	Twinning	Town identified. Working party established. Schools involvement	2020/21		Ongoing task	Low	FTC
FP3	Dormant Charitable Trusts	Dormant for approx. 15 years. Advice acquired from specialist solicitors about amalgamating the charities/trusts. Monies held in separate account and not part of Town Council accounts	2017-2021		Project	High	F&P
AS1	Cemetery extension/new cemetery	MANP identifying land (The Common). EMR set aside for this. (Responsibility of MTC to build cemetery)	2018/19		Project	Low	A&OS
AS2	Improved play area at Cooper's Meadow	Renewal of play area	2018/19	New play area installed October 2018	Project	Complete	A&OS
AS3	Climate Change Strategy	Planting of trees (including at Frees Avenue in October 2020). Maximising carbon sinks	2020/21		Ongoing task	Low	A&OS
AS4	Dark Skies Initiative	Event/Working Party established to co-ordinate this. Working with AONB	2017-2021		Project	Medium	A&OS
AS5	Upgrade to recreational facilities at Jubilee Field	Upgrade to play area. Local group have fundraised in excess of £35,000 +CIL. Overall budget of £70,000. PM commissioned tender process underway for design	2017-2021		Project	High	A&OS

AS6*	Skate Park Lighting	Pre-application advice received. Bat survey under way. Public consultation needed	2020		Project	Medium	A&OS
AS7*	New informal car park (adjacent to Rugby Club)	Agreed under Commons Regulations. Highlighted as a community need in MANP	2020/21		Project	Medium	A&OS
AS8*	New entrance to Priory Gardens	Estimates required (offset against licence costs)	Beyond May 2021		Proposal	Low	A&OS
PR1	Public Toilets Phase 1	George Lane toilets completed and open	2017/18	Opened 28 April 2017	Project	Complete	Property
		Chantry Lane toilets to be sold at auction	2017/18	Sold 22 June 2017 (£164,000)			
PR2	Public Toilets Phase 2	George Lane refurbishment of remainder of building –Tourist Information Point, community room and an additional toilet cubicle	2017 - 2019	Additional toilet opened in April 2018. Tourist Information Point and Community Room completed in June 2019 (not yet open)	Project	High	Property
PR3	Marlborough Community & Youth Centre	Lease to be signed on 12 June 2017 (7 year lease)	2017/18	Signed 12 June 2017	Project	Complete	Property
		Applications for external funding (Big Lottery, Aviva Community Fund, Tesco Bags of Help) and a call for contributions – this external funding paid for the majority of the refurbishment works. This included redecoration, CCTV, Intruder Alarm, new furniture. IT and other equipment	2017/18				Property
			2017/18	MC&YC opened in January 2018			Property
PR5*		Freehold Lease (WC asset transfer)	2020/21			High	Property

PR4	Works to basement of Town Hall	Clearance of public conveniences to create storage space for Town Museum/Merchant's House Installation of new DDA accessible toilet cubicle	2017-2021	Old toilets removed and storage areas and small Caretakers Officer created – completed July 2019 New toilet opened – July 2019	Proposal	Medium Complete	Property
PR6*	New Workshop	Grounds Team Workshop – pre-application under way linked to devolution of services. Plan needed for vacant site	2020		Project	High	Property
PL1	Neighbourhood Plan (through Steering Group)	Qualifying body for MANP Housing Needs Analysis – October 2017 Car Parking Study – October 2017 Benchmarking Exercise – November 2018 Informal consultation July 2019 Regulation 14 consultation – Nov/Dec 2019 Estimated referendum 2020	2017-2020	October 2017 October 2017 November 2018 July 2019 January/February 2020 2020	Ongoing task	High	Planning
PL2	Review of Emergency Plan	Working Party to established to carry out review	2017/18		Ongoing task	Medium	Planning
PL3	20mph Consultation	Consultation to decide implementation of new speed restrictions	April 2020	Consultation completed May 2018 To be implemented October 2019	Project	Complete High	Planning

GLOSSARY OF ABBREVIATIONS

AONB	North Wessex Downs Area of Outstanding Natural Beauty	MC&YC	Marlborough Community & Youth Centre
GDPR	General Data Protection Regulations	MTC	Marlborough Town Council
GWW	Great West Way	WALC	Wiltshire Association of Local Councils
HMLR	Her Majesty's Land Registry	WC	Wiltshire Council
MANP	Marlborough Area Neighbourhood Plan		

More information is available about the above from the Town Council Offices, 5 High Street, Marlborough SN8 1AA

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