

# Marlborough Town Council



## Full Town Council

### Minutes of a meeting of Marlborough Town Council held Monday, 20 June 2022 in the Court Room, Marlborough Town Hall at 7pm

---

**PRESENT** Councillor Lisa Farrell Town Mayor  
Councillor Nicholas Fogg  
Councillor Andrew Ross  
Councillor Mervyn Hall  
Councillor Mark Cooper  
Councillor Donald Heath  
Councillor Jo Waltham  
Councillor Richard Allen  
Councillor Kymee Cleasby  
Councillor Jane Davies  
Councillor James Sheppard  
Councillor Caroline Thomas

**ALSO PRESENT** Richard Spencer-Williams Town Clerk  
Dawn Whitehall Corporate Services Officer  
Neil Goodwin Marlborough.News  
Revd. Tim Novis Mayor's Chaplain  
PCSO Camillery Wiltshire Police  
Plus 1 member of the public

---

#### **PRAYERS**

Revd. Novis opened the meeting with prayers.

#### **PUBLIC QUESTION TIME**

There were no questions.

#### **CRIME AND DISORDER**

PCSO Camilleri attended the meeting on behalf of Sergeant Cole, who had provided an update on plans following traffic survey findings at Port Hill and an update about Savernake Forest:

## Port Hill Traffic Survey

The traffic survey results had been published to the enforcement team. The location met the criteria for enforcement but due to the 85%tile being over 40mph, the location was deemed too fast for a Community Speedwatch (CSW) to be set up. (CSW had already sent information to Parish and Town Councils regards survey thresholds). As the location was too fast for CSW, a risk assessment would be conducted for the Road Safety Manager to sign off to enable Police Enforcement Officers to conduct enforcement at the location. Surveys had been conducted since October 2020 and the Port Hill location was only the sixth since that date deemed only for Police Enforcement, which showed how significant speeding in that area was. (For context since October 2020, 214 Traffic surveys had been conducted across the county, 155 did not meet the threshold for any enforcement, 53 resulted in the establishment of Community Speedwatch and that left the 6 deemed unsafe for CSW and suitable for Police enforcement only). This meant the location would be prioritised and actions completed in a reasonable timeframe, however this was a new process so would take some time to get up and running. Meanwhile Sgt. Cole had made local Response Officers and Traffic Officers aware for speed checks to be completed in the interim and to continue alongside the work of the Enforcement Team. Comments and questions arising included:

- The **Town Mayor** had done all she could with Community Speed Watch at London Road. There was no insurance in place for CSW at other locations in the town
- Other areas in the town were known hot spots for speeding, including George Lane and Salisbury Road
- At a recent Area Board meeting, the Police & Crime Commissioner spoke about mobile speed camera units and additional staff, so there may be opportunities to request this in other areas
- The Port Hill location was used as a crossing point for families and dog walkers to reach the Common. Although there was a pedestrian refuge in the road, speeding traffic often deterred people from using the Common and presented a risk for anyone who could not cross quickly
- Whether an incident w/c 13 June at Frees Avenue during the daytime had been a road traffic accident (there was an ongoing campaign to reduce speed limits in this area)

**ACTION POINT:** Police to confirm when the risk assessment would be conducted

**ACTION POINT:** Police to confirm whether Police and Ambulance attendance at Frees Avenue during the daytime w/c 13 June had been for a road traffic accident

## Savernake Forest

As a visible deterrent against beauty spot thefts and related criminal activity there would be an immediate increased police presence in Savernake Forest as well as patrols in unmarked cars.

## Questions from Councillors and the Public

**Councillor Cleasby** read out questions and email comments she had received from several residents about antisocial behaviour and criminal activity at The Acres. On Sunday, 19 June armed police had attended a property there. There were many similar issues raised as listed below, both on behalf of residents and by Councillors:

- Longstanding, ongoing and very frequent antisocial behaviour at any hour of the day or night (banging on doors, shouting, swearing, arguing)
- Indecent exposure to children
- Swearing at very young children
- Physical assault
- Threats with weapons and threats to kill
- Possession of knives and other sharpened weapons
- Alleged drug use, drug dealing at all hours at property and in the car park
- The impact on children – parents did not allow them to play outside unsupervised, kept bedroom windows and curtains closed and constantly had to comfort them when afraid and explain why the police were present so often
- Children as young as 10 being offered drugs
- Fear and intimidation, concerns about escalation
- A perception that no action was being taken: multiple arrests had been made with the perpetrator/s returning the next day only to repeat the behaviour
- People moving house to get away from the area
- “... we shouldn’t have to live... in constant fear. Our children can’t be children and we have to keep them close at all times...”
- “...feels like we are prisoners in our own homes...”
- Whether it was right that so many people were affected and that there was no apparent action being taken when the evidence was so overwhelming
- Whether an antisocial behaviour order could be served
- Whether such an order would ensure the perpetrators were excluded from the area
- Whether steps were being taken by the housing association
- Wiltshire Councillors offered to provide assistance: **Councillor Davies** for adult and social care support, and **Councillor Sheppard** as a member of the PCC Committee

PCSO Camilleri, while unable to comment on specific cases, explained options available to officers including assessments by custody teams and when and how to use Sections 136 and 135 of the Mental Health Act. She assured Members that relevant agencies were in the process of taking action. In the meantime, people should report every incident to the police, calling 999 if an immediate response was required.

**ACTION POINT:** Town Clerk to arrange a meeting for the Town Council, Police and Housing Association

Separately the **Town Mayor** asked whether a map of the areas on the Police ‘tasker’ for regular patrols could be made available at the next meeting.

## QUESTIONS TO AND FROM WILTSHIRE COUNCILLORS

It was hoped that an update about Community Asset Transfers would be available after the Wiltshire Council Cabinet Meeting in July, specifically with reference to the Marlborough Community & Youth Centre. The **Town Clerk** had not yet received a response to his email enquiry sent to Andy Brown, Wiltshire Council Director of Resources and Assets.

### 62/22 APOLOGIES

Apologies for absence were received from **Councillors Loosmore, Barrett-Morton, Luson** and **Shantry**. It was noted that **Councillor Luson** was attending a meeting of the Allotment Association as a Town Council representative.

### 63/22 DECLARATIONS

There were no declarations of interest.

### 64/22 MAYOR'S ANNOUNCEMENTS

**The Mayor** was keen to raise the profile of the Council with residents and young people, hoping to improve engagement with residents to help them feel the Council and Councillors were approachable and accessible. This could be achieved multiple ways, including attending school assemblies or holding informal meetings in the Town Hall. She asked Members to email her with their suggestions about ways to improve public engagement.

The previous week the **Mayor** had thanked organisers and volunteers of the Jubilee events at a reception in the Town Hall. She wished to add **Councillor Luson** to her list of thanks, which she once again extended to everyone who had helped to make the bank holiday events such a success.

The **Mayor** called on **Councillor Fogg** to give an update following his recent attendance at a meeting to discuss proposals for on-demand bus services:

- Over 300 people had responded to the online survey
- A significant proportion of replies about the on-demand services related to connections to train services
- There were often problems arranging timetabled services to coincide with trains, as train timetables were subject to change
- At the moment there was no intention for on-demand services to replace timetabled services, although it could not be ruled out in future
- Normal concessions would apply to on-demand services
- There were outstanding questions to resolve, such as availability and times for routes, whether to buy or lease vehicles, what size vehicles to use, and driver recruitment
- It was expected that an invitation to tender would be issued in August or September, with 3 months to mobilise and operation beginning late 2022 or early 2023
- Any suggestions for names for the service would be gratefully received – a poll might be run to find a name and to continue to engage public interest

65/22

**MINUTES**

**RESOLVED:** that the minutes of the meetings held 9 May and 23 May 2022 were accepted as a true record and signed by the Town Mayor

66/22

**ACTION LOG**

Members noted the updated Action Log.

**Councillor Fogg** had been delighted that the application to register Christchurch as an Asset of Community Value had been granted, and expressed his gratitude to **Simon Day** at Wiltshire Council for his work with various community groups. **Councillor Fogg** also wished to announce his personal interest as a private individual in trying to help community groups prepare bids. He reassured Members that he would not be making any commitments on behalf of the Town Council.

67/22

**ENVIRONMENTAL IMPACT ASSESSMENT AND CARBON AUDIT**

To support the Council's Environment and Climate Protection policy, Members noted a proposal to carry out an Environmental Impact Assessment and Carbon Audit (EIACA). The audit, conducted by an independent third party, would identify the current position for the Town Council on how sustainable its working practices were, as well as provide opportunities and recommendations on the route to carbon zero.

**RESOLVED:** to commission an Environmental Impact Assessment and Carbon Audit from Greenleaf

68/22

**INTERNAL AUDIT REPORT 2021/22**

Members noted the internal audit report for 2021/22.

69/22

**ANNUAL GOVERNANCE STATEMENT 2021/22**

**RESOLVED:** that the Annual Governance Statement at Section 1 of the Annual Governance and Accountability Return (AGAR) was approved and signed by the Town Mayor

70/22

**ANNUAL ACCOUNTING STATEMENTS 2021/22**

**RESOLVED:** that the Annual Accounting Statements at Section 2 of the Annual Governance and Accountability Return (AGAR) was approved and signed by the Town Mayor

71/22

**MEMBERSHIPS AND SUBSCRIPTIONS**

Members considered which memberships and subscriptions should be maintained for 2022/23.

Discussion points about tourism subscriptions to Visit Wiltshire and Great West Way (GWW) included:

- Whether it was too soon to tell whether there would be benefit from GWW as it was still in its infancy

- Whether there was any evidence available of whether increased numbers of visitors had been generated by GWW
- Whether withdrawing from GWW would result in reduced numbers of overseas visitors with a knock-on effect on businesses in the town
- Difficulty finding Marlborough on the GWW website; dissatisfaction with how Marlborough was presented on the GWW route map
- Dissatisfaction with the Marlborough content on the Visit Wiltshire web site because it seemed inaccurate and out of date
- Membership of Visit Wiltshire provided networking opportunities, training and support to officers as well as tourist information to potential visitors
- Whether to seek advice and recommendations from the Tourism Officer before making any decision

A proposal to review the benefits of Visit Wiltshire and GWW membership withholding any payment until after the review was complete, was seconded but the motion was not carried.

**RESOLVED:** (i) to review the benefits of Visit Wiltshire and Great West Way memberships and defer a decision on renewal until after that review

**RESOLVED:** (ii) not to renew subscriptions/memberships to National Allotment Society, Open Spaces Society, CPRE, Communicorp and Tower and Town

72/22

#### **COMMITTEE MINUTES**

In accordance with para. 3.1 of the Scheme of Delegation, Members noted the approved minutes of the following committee meetings: **Planning** – 4 April 2022, **Amenities and Open Spaces** – 7 February 2022 and **Finance and Policy** – 14 February 2022.

73/22

#### **HERBERT LEAF CHARITABLE TRUST**

Members noted the Town Clerk's report and recommendations following the creation of a trust to administer the Herbert Leaf bequest. The purpose of the trust is **"to assist community projects in the Parish of Marlborough for the benefit of the public by making grants"** for **"people in need"**. Discussion points arising included:

- Whether the simple trust was appropriate, or whether it should be incorporated as a charity
- Whether the stated object was too broad
- Whether personal liability of trustees should be defined if not incorporated as a charity
- Whether background documents, e.g., June 2002 schedule of charities administered by the Town Council, could be made available to members
- How to identify or assess 'people in need' as stated in the purpose of the trust
- Whether to consider an investment policy

It became clear that there were many areas to be understood and questions answered before the Trust would be in a position to award grants. To move it forward, members elected a Chair and Vice Chair and agreed next steps.

**RESOLVED:** (i) that **Councillor Richard Allen** was elected Chair of the Herbert Leaf Charitable Trust

**RESOLVED:** (ii) that **Councillor Nicholas Fogg** was elected Vice Chair of the Herbert Leaf Charitable Trust

**RESOLVED:** (iii) that the Chair, Vice Chair and Town Clerk will meet to agree next steps

**74/22**

**COMMON SEAL**

Proposed by **Councillor Fogg** and seconded by **Councillor Ross** and

**RESOLVED:** that the Common Seal of Marlborough Town Council be affixed to all documents necessary to give effect to the decisions of the meeting

The meeting closed at 8.41 pm

Signed: .....

Town Mayor

Date: .....