

# Marlborough Town Council



4 November 2025

Dear Councillor

## Full Town Council

I hereby **summon** you to an extra-ordinary meeting of **Marlborough Town Council** which will be held on **Monday, 10 November 2025** at **7.30pm** in the **Assembly Room, Marlborough Town Hall**.

**Councillors - please arrive at 7.15pm for preliminary preparation:** this will ensure we can be clear on the process and who will ask interview questions in the event of apologies for absence.

Yours sincerely

*Richard Spencer-Williams*

Richard Spencer-Williams

**Town Clerk**

## Public Question Time

In accordance with Standing Order 3(f), members of the public may ask questions of the Planning Committee. The time allocated for this should not exceed 10 minutes and be limited to 1 question per person unless directed otherwise by the Chair. A full response may not be possible without further research, and the Chair may direct that a written or oral response be given.

## AGENDA

### 1. Apologies for absence

### 2. Declarations of interest

a) To receive any Declaration(s) of Interest under Marlborough Town Council's Code of Conduct issued in accordance with the Localism Act 2011

b) To consider any dispensation requests received by the Town Clerk

Members are reminded that they are obliged to notify the Monitoring Officer of a change to disclosable interests, or a new interest as defined in Appendices A and B of the Code of Conduct within 28 days of becoming aware of it. These should be passed on to the Town Clerk to register online.

### 3. Interviews for Councillor Co-option

### 4. To authorise the fixing of the Common Seal of the Marlborough Town Council to all documents necessary to give effect to the decisions of the meeting.

**Background**

Under the Local Government Act 1972, s.79, as long as a potential candidate qualifies to be a Councillor then he/she can step forward. They must be:

- A British, Commonwealth, Irish or European Union citizen
- 18 years old or over and meet at least one of the following criteria:
  - i) have been on the electoral register for the parish, or
  - ii) during the previous 12 months have owned or tenanted land or premises in the parish, or
  - iii) during the previous 12 months their principal or only place of work has been in the parish, or
  - iv) during the previous 12 months they have resided in the parish or within 3 miles of it

Certain people are unable to stand, and these include paid officers of the council, bankrupts, and those subject to recent sentences of imprisonment.

Two candidates have applied:

- Sally Johnson – **East Ward**
- Kim Wakeham – **East Ward**

The candidates qualify under LGA.1972, s.79

**Timings ( Guide times)**

7.30pm      Interview: Sally Johnson  
8.00pm      Interview: Kim Wakeham

**The Process**

The candidates have been invited:

- a) To provide a written statement setting out why they would like to serve as a Councillor and what attributes they might bring to the role. This statement can be found at Appendix 1A and 1B.
- b) To make a short presentation (3 to 5 minutes) on 'why they have applied to be a Town Councillor' (At Interview)

- c) To answer a series of questions asked by the Mayor and Chairs of Committees (Appendix 2)

The candidate will be asked to vacate the Town Hall during the candidate consideration.

If candidates request, they are permitted to attend the meeting during the vote, but it is not required.

## Voting

- Members will listen to the presentation, consider the candidates' answers to the questions, and vote on the merits of each as to whether they should be co-opted or not.
- In the case of equal votes for and against, the Mayor will have the casting vote.
- After the vote has been concluded, and where the Council has voted in favour of co-opting the candidate, the Mayor will declare the successful candidate duly elected. The candidate will be informed by the Town Clerk.

Wiltshire Council guidance states:

- The person co-opted must receive an absolute majority vote of the councillors present and voting.
- Councillors shall vote by show of hands, or, if it is resolved by Members, by paper ballot.

## Recommendation

Members are asked to note the process, and consider the candidate for co-option as a new Town Councillor to the East Ward.

**Town Clerk 3 11 25**

## Sally Johnson

I am applying to serve as a Town Councillor for Marlborough East because I care deeply about our market town, its people, and its future.

Having lived and raised my family in and around this town, I have seen first hand the importance of a council that listens, plans carefully and helps our community thrive.

As a mother of three, and now a Grandmother, and with my parents more recently having moved to Marlborough to join us all here, I truly understand the needs of families and the importance of keeping Marlborough a safe, welcoming and well-supported place for all generations.

It is a privilege living here and I am passionate about giving back to this community that has given me so much. As an active member of St Marys Church, I will continue to also support all it does for this community.

My experience as a Councillor for Preshute Parish has given me practical insight into local planning issues, community engagement and the day to day workings of local government. I have worked closely with residents to represent their concerns fairly and to help find balanced, practical solutions.

Marlborough's historic market town character, vibrant high street, and strong sense of local identity are worth protecting and enhancing.

I would bring energy, enthusiasm, common sense and commitment to working collaboratively with fellow Councillors and residents to ensure that Marlborough continues to flourish.

Thank you for considering my application.

SALLY JOHNSON

## Kim Wakeham

I have been connected to Marlborough throughout my life. I grew up in Lainey's Close and went to school in the town. I left the town in my twenties to work and go to University. After many years of living in Wales and London, I returned to live in Marlborough six years ago. I am deeply invested in the town and would value the opportunity to become part of its future.

My career to date has been based around children and young adults, community and heritage. I have worked with children and young adults from a wide range of backgrounds and within a variety of settings. I am also an Archaeologist and have worked in the heritage sector. I currently work in St Mary's Under Fives and am studying for a MSc in Cultural Heritage Management with the Royal Agricultural University. These career choices reflect my wide range of interests and have afforded me the ability to develop a wide range of skills that I can bring to the council.

I have experience of working with Marlborough Council and alongside several Marlborough Councillors when I was the Trust Manager at the Merchants House in Marlborough. I also worked with the Council some years ago, when I prepared a successful application for funding from the now disbanded Kennet District Council.

Since returning to Marlborough, I have become involved with working in the community in several ways. These include being a volunteer with the community fridge, being on the Marlborough History Society committee, helping with Marlborough's Community Orchard and occasionally volunteering with ARK. I also helped in the Town Hall during the Marlborough floods in 2024.

Whilst my involvement in the town to date has been fulfilling, I would like to contribute more. Marlborough is a vibrant town with an active community, and the Town Council plays an important role in ensuring this continues. My combined skills gained through my varied roles means that I can bring a true interest in the town's development and how that can be linked to its heritage, its community and the role that the Town Council plays in it.

**Question 1 - Town Mayor**

What do you think are the key issues for the Marlborough community?

**Question 2 – Chair of Planning Committee**

What skills, attributes, or areas of expertise would you bring to Marlborough Town Council?

**Question 3 – Chair of Amenities & Open Spaces Committee**

What is your understanding of the purpose, and roles and responsibilities, of Marlborough Town Council?

**Question 4 – Chair of Property Committee**

How much time do you think is required of someone to be a local Councillor and what impact would the role have on your other commitments?

**Question 5 - Chair of Finance & Policy Committee**

What should the Council consider when spending local taxpayers' money?

**Question 6 – Chair of Staffing Sub Committee**

What do you think would be the main challenges of being a local Councillor?

**Question 7 - Town Clerk**

Is there any reason that, if offered the position of Councillor, your employment would prevent you from accepting office?