

Re-designation of the Marlborough Neighbourhood Area

Summary – Members are to consider, as the qualifying body for the production of the Marlborough Area Neighbourhood Plan, the re-designation of the Marlborough Neighbourhood Area following the withdrawal of the parish of Preshute from the process.

1. Background

At their meeting of 14 July 2020 and in a closed session, members of Preshute Parish Council voted unanimously to withdraw from the Marlborough Area Neighbourhood Plan. The relevant extract from Preshute Parish Council minutes is as follows:

Planning

- The meeting was closed for this item
- All members of the public were given the opportunity to be transferred to the virtual waiting room, be re-admitted once the item had been discussed and the meeting re-opened
- All members of the public left the meeting
- After a lengthy debate the Council unanimously resolved to leave the Marlborough Area Neighbourhood Plan. Cllr J Penn proposed & Cllr S Mills seconded
- The Council agreed to provide a press release highlighting the reasons for their withdrawal once the MANP had been informed of the decision

Preshute Parish Council has also formally notified Wiltshire Council of its decision to withdraw.

2. Re-designation of the Neighbourhood Area

The Neighbourhood Area now has to be re-designated and an application must be made by the Town Council, as the qualifying body, to do this. As when the area was originally designated in 2016, the application needs to be made to the local planning authority, Wiltshire Council. (See [regulation 5 of the Neighbourhood Planning \(General\) Regulations 2012](#) (as amended)).

More information is at: <https://www.gov.uk/guidance/neighbourhood-planning--2#designating-a-neighbourhood-area>

The completed application form (largely based on the previous application with a reference to the withdrawal of Preshute Parish Council) and new map is at **Appendix 1**.

There is no application form for the re-designation of the area and a fresh application must be submitted. The new Neighbourhood Area will now comprise of the parishes of Marlborough, Mildenhall and Savernake. Outside of this, the progress on the Plan will continue, but the start of the Regulation 14 formal consultation is likely to be delayed until the autumn.

Once submitted, Wiltshire Council will undertake a 6-week consultation after which the Neighbourhood Planning Manager has delegated powers to issue the final decision.

3. Financial Implications

There are no financial implications for submitting the application form for the designation of the Marlborough Neighbourhood area.

4. Points to Note

- It is not yet clear how new planning regulations announced on 6 August 2020 will impact on the Neighbourhood Planning process
- Mildenhall and Savernake Parish Councils will also be considering the new Neighbourhood Area and give their support to the application

Town Clerk's Recommendation

The Town Clerk recommends that Marlborough Town Council, as the qualifying body for the Marlborough Area Neighbourhood Plan, agrees to the re-designation of the Marlborough Neighbourhood Area to include the parishes of Marlborough, Mildenhall and Savernake.

Town Clerk

6 August 2020

Protocol for Virtual Meetings

Summary – This report asks Members to adopt a protocol for the running of Virtual Meetings under The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020

1. Background

On 4 April 2020, the government introduced The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 which allows local councils to meet remotely. These regulations apply to meetings held before 7 May 2021.

Under this legislation, Marlborough Town Council has already been holding some of its meetings remotely and adopting a protocol enables it to be formalised.

The National Association of Local Councils has issued guidance on holding remote meetings. This is at **Appendix 1**.

A draft protocol is at **Appendix 2**.

2. Points to Note

- It has already been agreed that for scheduled meetings and in line with a great many other town and parish councils, the Town Council will use the Zoom platform (it has been doing so since 11 May 2020 (Mayor Making)
- It is hoped that face to face meetings will resume in September, but it is not yet clear if this will be possible and is dependent on any new government guidance issued
- The Zoom platform will be useful tool for meetings going into the future, even if only for informal meetings
- Microsoft Teams is also available for those Councillors using Town Council issued devices

3. Financial Implications

The Town Council subscribes to Zoom-Pro at a monthly fee of £11.99

Town Clerk's Recommendations

The Town Clerk recommends that Members consider if any amendments should be considered for the draft protocol and that it is then adopted.

Town Clerk

5 August 2020

Mop Fairs 2020

Summary - This report asks Members to consider the running of the Mop Fairs in 2020

1. Background

The Marlborough Mops are due to take place on 10 and 17 October 2020. By now, in normal circumstances, preparations would be underway in terms of road closures, promotion, etc. However, the Coronavirus pandemic has forced all involved to take a step back to look at how and whether the fairs can take place.

The Western Section of the Showmen's Guild, with which the Town Council enjoys a good relationship, is looking to Councillors to give a view on whether the Mop Fairs should take place this year. Members may like to be aware of the following to help inform their decision:

- The Showmen's Guild has, nationally, issued guidance on safe practice and risk assessments for funfairs, public information posters, track and trace procedures and other measures to ensure that the fairs are COVID secure
- Similar fairs at Barnstaple, St Giles (Oxford), Bridgewater and elsewhere have been cancelled for autumn 2020
- That it is difficult to judge how public attendance at the event could be managed (there is no control on access to the High Street and controlling numbers and ensuring people's safety would be complex and difficult)
- Whether attendance at the event would be construed as a 'gathering' (currently not allowed under COVID restrictions)
- Whether visitors would turnout for the event to make it financially feasible. Costs around security, additional toilets, promotion, etc., would still need to be met for even a reduced sized fair
- There may be a chance that if there is a second spike and local lockdown is introduced then the fairs would have to be cancelled at short notice
- Holding a fair may send out mixed messages when other events have been cancelled due to the pandemic (e.g. Dark Skies)

2. Public Health Wiltshire

The Town Clerk has contacted Public Health Wiltshire for its steer on this – this is the body that would ultimately decide whether the October fairs can go ahead. The Town Clerk will update Councillors on its response at the meeting.

3. Alternatives

If the decision is to not go ahead this year, Members may like to consider alternatives to properly mark this traditional annual event (e.g. holding one token 'children's ride' with the proclamation still being read by the Town Crier with the Town Mayor and President of the Showmen's Guild present or even a virtual reading of the proclamation with dignitaries and Mop Fair fans logging in on Zoom and it being screened via YouTube).

4. Financial Implications

The Showmen's Guild pay the Town Council £2,300 for work around the layout of signage and cones and parking on the Common. A cancellation would be a loss of income.

Town Clerk's Recommendation

The Town Clerk recommends that Members decide whether the Mop Fairs should be held in October 2020.

Town Clerk – 6 August 2020