

Melksham Town Council

Minutes of the Full Council meeting held on Monday 20th January 2025

PRESENT:

Councillor T Price (Town Mayor)
Councillor S Rabey (Deputy Town Mayor)
Councillor P Aves
Councillor A Griffin
Councillor J Hubbard
Councillor C Stokes
Councillor A Westbrook
Councillor J Westbrook

IN ATTENDANCE:

OFFICERS:	Andrew Meacham	Committee Clerk
	Tracy Predeth	Locum Clerk
	Hayley Bell	Deputy Clerk

One member of the public was present and two members of the public were present virtually.

152/24 Apologies

Apologies were received from Councillor Alford and Councillor Ellis.

153/24 Declarations of Interest

Councillor A Westbrook advised that she had a professional relationship with the providers to be discussed in confidential session and would leave the chamber during those discussions.

154/24 Public Participation

Local Resident.

1: Related the timeline of a settee dumped in the brook at the bottom of KGV playing fields. Informed WC of the excellent CCTV in the area and they said they were going to look at it. Gave them a contact name at the Council.

Was the CCTV ever looked at regarding the fly tipping? And if not why not?

The Town Mayor Councillor Price advised that footage could only be viewed on a request from the police.

2: What does payment from cash book month 7 page 2 of the report (page 85 of Agenda pack) 01/10/24 Warner Goodman LLP £514.07 relate to?

A response had already been received from the Clerk who had confirmed it was a payment for professional fees.

3: Had requested, but had not yet received, a breakdown of code 1173 Live Show Hall Hire.

The RFO is currently on leave and it would be provided as soon as possible on his return. The budget had taken a lot of officer time.

MWPC Councillor.

Interested in East Melksham Community Hall and CCTV. The Town Mayor advised that one part of the CCTV item would be in public.

There was a discussion on whether the item should be in confidential session. The Clerk gave her advice and reminded members that it was for them to vote on whether or not to go into confidential session.

155/24 Questions from Councillors

There were no councillors questions.

156/24 Minutes

Standing Orders were suspended.

A member of the public referenced minute 126/24 of 2nd December 2024 and asked for it to be recorded that DCK had not revealed any information to her. Committee Clerk advised that the meeting of 2nd December 2024 had not been shown for certain that information had not been revealed but was happy to minute that she had assured members that no confidential information had been revealed to her.

Members were advised that DCK had not yet been contacted for comment.

Standing Orders were reinstated.

It was proposed by Councillor Hubbard, seconded by Councillor J Westbrook and

UNANIMOUSLY RESOLVED to approve the minutes of 25th November 2024, 2nd December 2024 and 6th January 2025 as a true record, subject to it being recorded that the member of the public assured members that no confidential information had been revealed to her and that the promised investigation would come back to council in due course.

The minutes were signed by the Town Mayor Councillor Price.

157/24 Town Mayor's Announcements

There were no announcements but the Town Mayor introduced the politics student who was on work experience at the Town Hall.

158/24 Police Report

Members received an update report from Sgt Rutter about recent and upcoming community initiatives and events. A comparison of crime figures 2023 to 2024 was also given.

Councillor Hubbard asked if, for reference, totals figures could be given as well as changes.

Councillor J Westbrook asked about Walk & Talk and whether this could happen in Melksham. Sgt Rutter confirmed she would pass this request on.

159/24 Reports from Unitary Councillors

Councillor Hubbard.

Heart of Wessex initiative. It was not yet certain that this would proceed but if it did, there would be no need for any local government re-organisation.

Wiltshire Council budget. Details due this week and understood to be standard rises in line with government limits.

LGA. He is now vice-chair of Children & Young People Board and a Peer Mentor for other members.

160/24 Employer Discretions Policy

It was confirmed that the policy had been actioned during the life of this council for redundancy over 55. There were probably a couple of other occasions not suitable to discuss in an open forum because it would identify those involved.

It was proposed by Councillor Hubbard, second by the Town Mayor Councillor Price and

UNANIMOUSLY RESOLVED to adopt the Employers Discretion Policy.

161/24 East Melksham Community Centre

The Clerk confirmed there was no update at this time. Members discussed the time taken, the situation with CIL money and whether an alternative site for a single, larger hall should be considered.

It was suggested that updates did not need to come to Economic Development & Planning if already coming to Full Council.

The Locum Clerk agreed to provide a report and timeline for the next meeting.

162/24 Operation Christmas Child 2025

Councillor J Westbrook gave an overview. Members discussed the matter.

It was proposed by Councillor A Westbrook, seconded by Councillor Hubbard an

UNANIMOUSLY RESOLVED to approve the use of Melksham Town Hall as a drop off point for Operation Christmas Child 2025.

163/24 Grant Policy

Members asked for the following amendments.

- Remove reference to cheque. Payments to be made by Bank Transfer.
- Application may be deferred if applicants don't attend
- Attendance can be via zoom.
- Make it very clear what areas are in the Town and what areas are in the parish.
- Include a map showing areas covered by Melksham Town Council and Melksham Without Parish Council.
- Stipulate that Core Grant must demonstrate how the work meets the Strategic Aims of Melksham Town Council.
- Stipulate, for all grants, that any publicity must reference Melksham Town Council and show Melksham Town Council Crest.
- If grant is for a capital project, there must be a prominent plaque referencing Melksham Town Council and displaying the Melksham Town Council crest.
- Short Service Level Agreements to highlight what MTC expects recipients to do.
- Approved accounts be added as an alternative to providing receipts, invoices and other evidence.

It was proposed by Councillor Hubbard, seconded by Councillor A Westbrook and

UNANIMOUSLY RESOLVED to approve the Grant Policy, subject to the amendments requested.

164/24 Accounts

165/24 Unity Bank

The statements were received.

166/24 Lloyds Bank

The statements were received.

167/24 Petty Cash

The statements were received.

168/24 Committee Minutes

169/24 Asset Management and Amenities Committee

The minutes were received.

170/24 Community Development Committee

The minutes were received.

171/24 Economic Development and Planning Committee

The minutes were received.

172/24 Neighbourhood Plan

The item was noted.

173/24 Deployable CCTV

Members wanted a more detailed report on deployable CCTV. It was decided to defer this item to the CCTV Working Group meeting, which was confirmed for Monday 10th February at 7pm.

174/24 Confidential Session

It was proposed by the Town Mayor Councillor Price, seconded by Councillor Stokes and
RESOLVED that in view of the confidential and sensitive nature of the business about to be transacted, in accordance with the Public Bodies (Admission to meetings) Act 1960 the public and press are excluded and are instructed to withdraw.

175/24 CCTV

Confidential minutes exist for this item.

176/24 Services Provided by Consultants

Confidential minutes exist for this item.

Meeting Closed at: 9.25 pm

Signed:

Dated: