

## **Melksham Town Council**

### **Minutes of the Full Council meeting held on Monday 28th November 2022**

**PRESENT:** Councillor S Crundell (Town Mayor)  
Councillor S Mortimer (Deputy Town Mayor)  
Councillor P Alford  
Councillor P Aves  
Councillor G Cooke  
Councillor J Crundell  
Councillor G Ellis  
Councillor C Forgacs  
Councillor C Goodhind  
Councillor C Houghton  
Councillor J Hubbard  
Councillor L Lewis  
Councillor J Oatley  
Councillor T Price  
Councillor S Rabey

**IN ATTENDANCE:** Councillor M Sankey – Wiltshire Council

<b>OFFICERS:</b>	Linda Roberts	Town Clerk
	Hugh Davies	Head of Operations
	Patsy Clover	Deputy Town Clerk

**PUBLIC PARTICIPATION:** One member of the press and two officers from Warminster Town Council were present. Two members of the public were present virtually.

Pam Wiltshire was asked to email her questions to the Town Clerk.

#### **391/22 Apologies**

There were no apologies for absence.

#### **392/22 Declarations of Interest**

Councillor Mortimer declared an interest in minute number 400/22 as a director of Age Friendly Melksham.

#### **393/22 Questions from Councillors**

There were no questions from councillors.

### **394/22 Minutes**

It was proposed by Councillor Oatley, seconded by Councillor Rabey, and

**UNANIMOUSLY RESOLVED** that the minutes of 3 October 2022 having previously been circulated, were approved as a correct record and signed by the Town Mayor, Councillor S Crundell.

It was proposed by Councillor Oatley, seconded by Councillor Goodhind, and

**UNANIMOUSLY RESOLVED** that the minutes of 10 October 2022 having previously been circulated, were approved as a correct record and signed by the Town Mayor, Councillor S Crundell.

### **395/22 Police Report**

The Police Area report was received.

### **396/22 Town Mayor's Announcements**

The Town Mayor confirmed that the planning application for the proposed development to the west of the A350 at Beanacre had been withdrawn.

### **397/22 Reports from Unitary Councillors**

Councillor Alford advised members that the Area Board had bought 22 slow cookers, with ingredients and recipe cards, for the Food Bank. If successful, the scheme could be extended.

Councillor Mortimer suggested involving the Community Larder in the scheme as they could supply fresh food.

It was proposed by Councillor Oatley, seconded by Councillor Hubbard and

**UNANIMOUSLY RESOLVED** to suspend Standing Orders to allow the public and Councillor Sankey to speak

Councillor Sankey advised that there had been several successful prosecutions by Wiltshire Council against flytippers, one of which related to Melksham. He also reminded members that staff retention in adult social care was an ongoing problem and that despite funding being available for luncheon clubs, only three applications had been received from approximately 30 clubs.

### **398/22 Motions from Councillors**

#### **398/22.1 Motion Regarding Installation of Lighting in East Ward**

The motion from Councillor Lewis was received.

Councillor Lewis explained that a survey had been carried out through the Melksham Independent News regarding the lack of lighting and anti-social behaviour in the development. Four pedestrian routes had no lighting.

It was proposed by the Town Mayor, Councillor S Crundell, seconded by Councillor Hubbard and

**UNANIMOUSLY RESOLVED** to suspend Standing Orders.

Councillor Sankey explained that Councillor Lewis set up a Melksham east residents' group. Coverage in the Melksham Independent News and a leaflet drop had raised concerns. He thought that PIR lighting could be installed and that the columns could also be used for the Rapid Deployable Cameras to be purchased by the Town Council. He advised that Wiltshire Council had thought that as the paths were public rights of way and not footpaths they shouldn't be lit. He suggested that the Community Infrastructure Levy (CIL) or solar farm income could be used as the project was for the benefit of residents.

Joe McCann demonstrated the extent of the lack of lighting using Google maps and mentioned the benefits of PIR lighting. He explained that the development had been built in phases and so no-one had assumed overall responsibility.

Concerns were raised by Councillor Alford about the environmental impact on nocturnal species especially around Clackers Brook and about who would assume responsibility for maintenance and energy costs. He confirmed in response to a query from Councillor Price that there was no legal obligation to provide lighting.

The Town Mayor, Councillor S Crundell confirmed that the management company responsible for the development, Green Square Accord, would not fund the project as it hadn't formed part of the original S106 agreement. However, he believed that if solar powered lights were used, they would be less costly to maintain.

Councillor Hubbard queried whether planning permission was required. He felt that the problem was indicative of bigger concerns regarding the management company, for whom the development is a 'cash cow'. He suggested that the residents could change management company if they chose to. Councillor Hubbard was also concerned about the costs being met totally by MTC. He believed that the project was worth exploring in terms of planning

and funding and could be tied in with giving residents more control.

Councillor Mortimer felt it was important to light up destination routes so that local children weren't discouraged from walking to school.

It was proposed by Councillor Lewis, seconded by Councillor Houghton and

**UNANIMOUSLY RESOLVED** to ask officers to work with Councillor Lewis, liaising with Wiltshire Wildlife Trust, to investigate the proposed project in more depth considering both environmental issues and planning constraints before bringing a report to the Full Council meeting scheduled for 30 January 2023.

**398/22.2      Motion regarding Melksham Town Council joining the Warminster Town Council CCTV Partnership**

Councillor Goodhind explained that the purpose of the motion was to consider and agree in principle to officially apply to join the Warminster Town Council CCTV Partnership and to delegate to the Town Clerk authority to commission a consultant to prepare a baseline inventory of the town's CCTV requirements and any existing equipment for a fee not exceeding £2,000. He explained that a partnership currently exists between Warminster Town Council, Westbury Town Council and the West Wilts Trading Estate. There was a possibility that Melksham Town Council could join the partnership.

Standing Orders were suspended to allow the officers from Warminster Town Council to speak.

Mark Chalmers, Warminster Town Council, confirmed that although the control room was based in Warminster, lack of local knowledge would not be an issue due to the interactive mapping system. Both the control room and the CCTV system are state of the art, requiring only software upgrades. Cameras may need to be replaced on a five year rolling programme. The reliability of the system was also discussed.

Stuart Legg, Warminster Town Council, explained that the year on year costs would be calculated as a percentage of the running costs of the control room based on the number of cameras operated by Melksham Town Council as a percentage of the total number of cameras operated by all the partners. The year one costs would depend on the number of cameras purchased. There would also be an initial joining fee to cover the costs of the control room. The

benefits of a system which could be used in real time to address anti-social behaviour, shop lifting etc were discussed. Stuart Legg also confirmed the monitoring hours for the control room and the flexibility which could be offered.

Standing Orders were reinstated.

Councillor Goodhind advised members that Rapid Deployable Cameras were not supported by the system which would give the consultant the flexibility to decide whether they were still appropriate.

Councillor Aves left the meeting at 20:43

Councillor Hubbard was concerned that the town would have a top notch system but that third parties would not be able to link into it. He would support a motion to spend up to £2,000 to appoint an external consultant before bringing the proposal back to Full Council.

It was noted by Councillor Mortimer that it had been agreed last December to use £50,000 from the solar farm fund towards the CCTV project.

The Town Mayor, Councillor S Crundell, calculated the estimated cost of going into partnership with Warminster Town Council over the four year term of the Council commenting that previous debate had centred on the amount of money spent versus the scale of problem. He reminded members that they had decided not to deploy cameras in residential areas.

It was proposed by Councillor Goodhind, and seconded by Councillor Mortimer to delegate authority to the Town Clerk to engage an independent consultant to assess CCTV provision in the town. After a vote, It was confirmed that the motion had failed.

**398/22.3      Motion regarding funding for an update on the feasibility of Hydro-Generation on the River Avon**

It was proposed by Councillor Goodhind, seconded by Councillor Rabey and

**UNANIMOUSLY RESOLVED** to fund an update to the 2012 report - 'Initial Analysis of the Potential for a Hydro-Generation Scheme at the Melksham Gate' to a maximum cost of £3,600 plus VAT.

**399/22      Melksham Area Board Health and Wellbeing Group - proposal from offshoot**

## meeting

The Town Mayor, Councillor S Crundell, explained that there had been an update to the agenda item following discussions with Age UK Wiltshire.

Councillor Hubbard explained that the proposed motion was a joint motion with Melksham Without Parish Council. The legacy from Melksham Community Support (MCS) involved two functions:

1. Management of localised emergency situations such as flooding, power cuts, and major incidents where volunteers were needed. The infrastructure is already there to support the emergency plan.
2. The provision of other more practicable support for other wellbeing issues currently hidden in the community for which help is not actually being requested.

Councillor Hubbard explained that the purpose of the motion was for both the Town Council and the Parish Council to jointly fund a post at Age UK Wiltshire to carry out this service at a maximum cost of £11,500 per annum for each council less any Area Board funding, which would be quantified when the Area Board met in February 2023.

Standing Orders were suspended to allow the Clerk from Melksham Without Parish Council to speak.

The Clerk from Melksham Without Parish Council advised members that Age UK Wiltshire would monitor, recruit and supervise the postholder. She was aware that the proposal wasn't fully costed and designed but needed to be considered now as both councils were currently budget setting. She confirmed that a local coordinator would reduce duplication of services by signposting users to Age UK Wiltshire's own services or other services elsewhere.

Standing Orders were reinstated.

The need to encourage people to become more independent and not rely on MCS was discussed. Councillor Hubbard explained that the current MCS volunteer team would continue in a streamlined, more efficient manner, and would be supported by Age UK Wiltshire.

It was proposed by Councillor Hubbard, seconded by Councillor Rabey and

**UNANIMOUSLY RESOLVED** that Melksham Town Council agreed to support an ongoing community support model by jointly funding, with Melksham Without Parish Council, the employment of a dedicated officer by Age UK Wiltshire to coordinate and manage the emergency support volunteer team. Year 1 funding would be to a maximum of £11,500 for each council, with funding to be provided in principle for three years. Funding should also be sought from neighbouring parish councils whose residents have been helped and continue to be helped by MCS.

**400/22 Neighbourhood Plan**

It was proposed by Councillor Rabey, seconded by Councillor Oatley and

**RESOLVED** to approve contingency funding of 70% share of circa £4,000 to £5,000 for a landscape architect to undertake landscape green gap evidence work to formulate a new policy

It was proposed by Councillor Oatley, seconded by Councillor Cooke and

**RESOLVED** to approve additional funding required to undertake community engagement, with the Town Council contributing 70% of the costs associated with this, which should be no more than £2,000 - £3,000.

**401/22 Draft Budget 2023-2024**

Queries were raised regarding various budget items by Councillors Oatley and Alford.

Councillor Hubbard requested a narrative description for each budget line explaining what that item was for and what would be delivered.

It was agreed that a meeting of the Budget Working Group would be held on Wednesday 14 December at 7pm.

Meeting Closed at: 10.04 pm

**Signed:** .....

**Dated:**