

Minutes

Full Council

Monday 15th May 2017 at 7.00pm

Councillors: Batchelor (Broadway), Brett (East), Davis (East), Fraser (West), Fryer (Broadway), Jeffries (Copheap), Jolley (Broadway), Macdonald (East), Macfarlane (West), Nicklin (West), Pitcher (Broadway), Robbins (East), Ridout (West)

Present:

Councillors: P Batchelor, D Brett, A Davis, S Fraser, R Fryer, S Jeffries, G Jolley, P Macdonald, P Macfarlane, A Nicklin, N Pitcher, C Robbins and P Ridout

Officers: F Fox, V Mills and J Halls

Public and press: 27 members of the public and 2 members of the press.

FC/17/001 Election of Town Mayor for the Year 2017–2018

Councillor Paul Macfarlane proposed that Councillor Rob Fryer be duly elected Mayor of Warminster for the ensuing civic year. Seconded Councillor Pip Ridout, voting unanimous in favour. Councillor Macfarlane then vacated the chair in favour of Councillor Fryer.

FC/17/002 Chairman's Declaration of Acceptance of Office

Councillor Fryer was invested with the Chain of Office, after which he subscribed the Statutory Declaration of Acceptance of Office and delivered it to the Clerk to the Council who witnessed it.

Councillor Fryer thanked his fellow councillors and said he was greatly honoured to be elected as Mayor. He thanked the electorate for their high turnout in the recent election and for putting their trust in the councillors. He also thanked those candidates who did not get elected as it was healthy for democracy to have a choice at the ballot box. He congratulated Councillor Macfarlane on an excellent year as Mayor and asked his fellow councillors to consider reintroducing funding for the Civic Reception to give recognition to all those dedicated volunteers who keep our numerous charities and clubs running. He would welcome ideas particularly from new councillors, but also ideas floated by those who did not get elected. Lastly he expressed his hopes that boats may return to the Town Park lake this summer and as Mayor he 'demanded' that he be allowed the first go at rowing a boat on the lake again.

FC/17/003 Other Declarations of Acceptance of Office

All declarations of acceptance of office had been received.

FC/17/004 Election of Deputy Town Mayor for the Year 2017–2018

Councillor Fryer proposed that Councillor Tony Nicklin be duly elected Deputy Mayor of Warminster for the ensuing civic year. Seconded Councillor George Jolley, voting in favour 12, against nil, abstentions 1. The Clerk presented the Deputy Mayor's Badge to Councillor Nicklin.

FC/17/005 Immediate Past Town Mayor – Vote of Thanks

Councillor Macfarlane thanked the returning councillors who had voted for him as Mayor and said he had had a fabulous year. He thanked Judith and Nikki for keeping his diary straight, Vron for writing his speeches and Heather for her knowledge and guidance. He thanked Fiona for embracing her role at the Council and helping so brilliantly at his Civic Service and his charity curry night. It had been an honour to speak on Remembrance Day and to walk the Carnival. There had been a real community spirit in the town this year which he was confident would continue under the new Mayor. He finished with a piece of advice given to the Mayor of Salisbury by his wife. She said “it’s quite simple – ABC ... XYZ. Always Be Cheerful ... eXamine Your Zip!”

FC/17/006 Apologies for Absence

There were no apologies as all were present.

FC/17/007 Declarations of Interest

There were no declarations of interest.

FC/17/008 Mayor’s Announcements

FC/17/008.1 Councillor Fryer gave thanks for the outgoing elected members who had completed a four-year term of office.

FC/17/008.2 The final engagements for the retiring Mayor were noted.

FC/17/009 Correspondence Circulated

The list of correspondence circulated was noted.

Standing Orders were suspended at 7.14 to allow for public participation

FC/17/010 Public Participation

Tony Jackson, 72 Victoria Road gave his congratulations to all who had been elected and to the Mayor. He advocated that the Town Council should examine any opportunities that arise in the future for services from Wiltshire Council that can be better organised and supervised by the Town Council, such as grass cutting and street sweeping.

Standing Orders were reinstated at 7.15

FC/17/011 Minutes

FC/17/011.1 The minutes of the meeting held on 20th March 2017 were approved by those councillors who were present at the meeting.

FC/17/011.2 There were no matters arising.

FC/17/012 Proceedings of Committees

The minutes of the following meetings were adopted with new councillors abstaining from the vote:

FC/17/012.1 Finance and Assets Committee meeting held on 6th March 2017.

FC/17/012.2 Planning Advisory Committee meetings held on 13th March 2017.

FC/17/012.3 HR meeting held on 30th January 2017.

FC/17/013 Council Meetings for the Municipal Year 2017–2018

FC/17/013.1 The schedule of meetings for 2017–2018 was approved subject to the understanding that new legislation regarding planning applications would affect the length of time given to discuss applications and that there may be a necessity to reschedule PAC meetings as a result.

FC/17/013.2 The list of attendance figures for 2016–2017 was noted.

FC/17/014 Committees and Working Groups

The following membership of committees was approved and the committees would decide their Chairmen and Vice Chairmen at their first meetings:

1. Finance and Assets Committee: Councillors Batchelor, Davis, Jolley, Nicklin, Pitcher, Ridout and Robbins.
2. Planning Advisory Committee: Councillors Brett, Fraser, Jolley, Jeffries, Macdonald, Nicklin and Fryer.
3. Town Development: Councillors Brett, Davis, Fraser, Fryer, Macdonald, Macfarlane and Robbins, with co-opted members Bill Parks and Len Turner. It was noted that there was a vacancy for a third co-opted member which would be advertised on the agenda of the next meeting.
4. HR Committee: Councillors Fryer and Nicklin and Chairmen of Committees once agreed.

It was approved that membership of the following working groups would be decided by the parent committees at their first meetings:

5. Neighbourhood Plan Policy Review Group – Town Development.
6. CCTV Working Group – Town Development.
7. Devolved Services Working Group – Finance and Assets.
8. Town Promotion Team – Finance and Assets.
9. South West Operational Flood Working Group – Town Development.

The Council and Committee Structure chart is attached to the minutes for information.

FC/17/015 Appointments to Outside Bodies

The appointments to outside bodies were approved and are attached to the minutes for information.

FC/17/016 Time Capsule

Members noted that a time capsule is buried at Sambourne School to be recovered in 2085 and that this is a permanent item on the agenda for the Annual Meeting to serve as a reminder.

FC/17/017 Appointment of Internal and External Auditors

The appointments of Internal Auditor Stuart Pollard of Auditing Solutions, Clackerbrook Farm, 46 The Common, Bromham, Chippenham, Wilts to carry out the Council's internal audits, and Grant Thornton UK LLP, Hartwell House, 55–61 Victoria Street, Bristol, BS1 6FT as the External Auditor were approved.

FC/17/018 Annual Risk Assessments and Summary for 2016–2017

The annual risk assessments and summary for 2016–2017 were adopted and the plan confirmed.

FC/17/019 General Power of Competence

It was agreed that the Council would continue to use the general Power of Competence for the ensuing four-year term of office.

FC/17/020 Terms of Reference and Delegation of Powers to Committees 2017–2018

The Terms of Reference and Delegation of Powers to Committees 2017–2018 were adopted.

FC/17/021 Standing Orders and Financial Regulations

The Standing Orders and Financial Regulations dated May 2017 were adopted.

FC/17/022 Treasury Policy

The Treasury Policy dated May 2017 was adopted.

FC/17/023 Service Plan 2017–2018

The Service Plan 2017–2018 was adopted.

FC/17/024 Bank Mandates

It was confirmed that the current arrangements with HSBC would continue. All councillors would sign the mandate and all payments would continue to be signed by any two members.

FC/17/025 Communications

FC/17/025.1 Members requested a press release be issued on the appointment of the mayor.

FC/17/025.2 There were no spokespeople required.

Meeting closed at 7.40pm

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Council and Committee Structure

