

Malmesbury Town Council

Minutes of the Annual Town Council Meeting (Mayor Making) held in the Assembly Room Malmesbury on Tuesday 28th May 2013 at 7.00pm.

PRESENT: The Deputy Mayor, Councillor S J Poole.
Councillors: R E Budgen, F E Caton, S Cox, C C Doody, J E Exton, A J Gundry, A Kettleby, S J Killane, V L Penfold, K Power, S J Shape, M H Snell and A C R Woodcock

APOLOGIES: Councillors W G Blake and R F Sanderson

IN ATTENDANCE: 7 members of the public and three members of the press

PUBLIC QUESTION TIME

A member of the public questioned the manner in which the Town Mayor was to be elected and the fact that the Selection Committee had not been convened to interview any candidates. The Town Clerk advised that the approach taken by the Town Council met the requirements of the Local Government Act 1972 and that an interview by the Selection Committee was not a barrier to proceeding with an election.

DECLARATIONS OF INTEREST AND DISPENSATIONS

No declarations were made.

7. ELECTION OF TOWN MAYOR FOR 2013-2014

The Town Clerk reported that Councillor R F Sanderson had resigned from the office of Town Mayor on medical grounds.

The Deputy Mayor called for nominations for the office of Town Mayor. Councillor Budgen proposed and Councillor C Doody seconded the nomination of Councillor A J Gundry. No other nominations were received and Councillor Gundry was confirmed in the office of Town Mayor by a majority vote.

Councillor Gundry thanked the Town Council for the support and signed the declaration of office.

8. TO RECEIVE AND ADOPT THE MINUTES OF THE TOWN COUNCIL MEETING HELD ON 12TH MARCH 2013

RESOLVED that the minutes of the Town Council meeting held on the 12th March 2013, as circulated, be received and adopted.

9. TO RECEIVE AND ADOPT THE MINUTES OF THE EXTRAORDINARY TOWN COUNCIL MEETING HELD ON 18TH APRIL 2013

RESOLVED that the minutes of the Extraordinary Town Council meeting held on the 18th April 2013, as circulated, be received and adopted.

10. TO RECEIVE AND ADOPT THE MINUTES OF THE TOWN COUNCIL MEETING HELD ON 14TH MAY 2013

RESOLVED that the minutes of the Town Council meeting held on the 14th May 2013, as circulated, be received and adopted.

11. TO RECEIVE THE MINUTES OF THE PLANNING & ENVIRONMENTAL ISSUES COMMITTEE MEETINGS HELD ON 26TH MARCH AND 16TH APRIL 2013

RESOLVED that the minutes of the Planning & Environmental Issues Committee held on the 26TH March and 16th April 2013 be received and noted.

12. TO RECEIVE AND NOTE THE MINUTES OF THE LEISURE & YOUTH COMMITTEE MEETING HELD ON 4TH APRIL 2013

RESOLVED that the minutes of the Leisure & Youth Committee held on the 4th April 2013 be received and noted.

13. TO RECEIVE THE MINUTES OF THE POLICY AND RESOURCES COMMITTEE HELD ON 9TH APRIL 2013.

RESOLVED that the minutes of the Policy & Resources Committee meeting held on 9th April 2013 be received and noted.

14. TO RECEIVE THE MINUTES OF THE TOWN PROMOTION & TOURISM COMMITTEE HELD ON 11TH APRIL 2013

RESOLVED that the minutes of the Town Promotion & Tourism Committee held on 11th April 2013 be received and noted.

15. TO RECEIVE THE MINUTES OF THE TOWN HALL MANAGEMENT COMMITTEE HELD ON 24TH APRIL 2013

RESOLVED that the minutes of the Town Hall Management Committee meeting held on 24th April 2013 be received and noted.

16. TO ALLOCATE SEATS ON STANDING COMMITTEES

His Worship the Mayor circulated a list of suggested committee allocations he had prepared with the Deputy Town Mayor having taken account of preferences expressed by Town Councillors.

It was proposed by Councillor Gundry, seconded by Councillor Poole and RESOLVED by the Town Council that the allocation as presented be agreed.(The list of allocations is attached to these minutes.).

His Worship the Mayor adjourned the meeting of the Town Council whilst the Standing Committees met to select Chairs and Vice-Chairs.

Upon re-convening the meeting His Worship the Mayor called for nominations for the three remaining seats on the Policy and Resources Committee. Nominations were received for Councillors Blake, Power, Penfold and Woodcock. A vote was taken and Councillors Power, Penfold and Woodcock were appointed to the Policy and Resources Committee.

His Worship the Mayor adjourned the meeting of the Town Council whilst the Policy and Resources Committee met to select a Chair and Vice-Chair.

17. APPOINTMENTS TO OUTSIDE BODIES

His Worship the Mayor called for nominations for representatives to serve on the various external organisations. Following a series of votes the Town Council representatives were agreed as being:

Wiltshire Association of Local Council	Councillor Power and Councillor Budgen
Wiltshire Association of Market Towns	Councillor Gundry and Councillor Poole
Area Board	Mayor and Deputy Mayor
CATG	Councillor Snell
MDCT	Councillor Exton
Malmesbury & District Community Transport	Councillor Cox
Elizabeth Hodges Trust	Mayor and Councillor Kettleby
M&VCAP	Councillor Exton and Councillor Caton
Activity Zone	Councillor Doody

18. VOLUNTEER COORDINATOR FOR THE CINEMA

The Town Clerk presented a report outlining the work previously undertaken by former Town Councillor Vernon. It was RESOLVED that the issue be referred to the next meeting of the Town Hall Management Committee for detailed consideration.

19. COLLABORATIVE WORKING

Councillor Budgen presented a report on collaborative working and invited the Town Council to agree the aims and objectives identified in his report. Discussion ensued about other objectives to be added to include highways, road safety, care of the elderly and to develop an inclusive council. It was RESOLVED that the Town Mayor would develop the document and arrange for further discussion and dissemination to the Standing Committees to assist them in prioritising activity. (Revised Document attached to these minutes)

Councillor Power referred to the objective number four, a strong Neighbourhood Plan. The supermarket proposal was on the agenda for the Wiltshire Planning Committee for the following night and it was proposed, seconded and RESOLVED that Councillors Gundry and Power be authorised to speak on behalf of the Town Council and in relation to the Neighbourhood Plan at that meeting.

The meeting closed at 9.12 pm.

Committee Allocations for 2013/14

Planning and Environmental Issues

R Budgen
F Caton
S Cox
J Exton
J Gundry
L Penfold
M Snell
A Woodcock

Leisure and Youth

C Doody
J Exton
A Kettlely
S Killane
K Power
R Sanderson
S Shape
A Woodcock

Town Hall Management

S Cox
F Caton
S Shape
M Snell
R Budgen
W Blake
J Exton
K Power

Town Promotion and Tourism

F Caton
S Cox
C Doody
A Kettlely
S Poole
S Shape
R Sanderson
A Woodcock

Joint Burial

S Poole
S Killane
C Doody
M Snell
L Penfold
A Kettlely

Policy and Resources

R Budgen
C Doody
J Gundry
S Killane
L Penfold
S Poole
K Power
A Woodcock

Those in **bold** type are Chairs; those in ***bold italic*** are Vice Chairs

Malmesbury Town Council Sixteen Objectives 2013

5-June-2013

Background

1. A Report on Collaborative Working was presented to the Full Meeting of Malmesbury Town Council on 28th May 2013 by Cllr Budgen. This paper invited Council to acknowledge and support the delivery of ten objectives.
2. The Minutes of that meeting report that "Discussion ensued about other objectives to be added to include highways, road safety, care of the elderly and to develop an inclusive council. It was RESOLVED that the Town Mayor would develop the document and arrange for further discussion and dissemination to the Standing Committees to assist them in prioritising activity.
3. This document includes additional objectives to total 16 common objectives for Malmesbury Town Council.

Town Council Objectives

1. **Collaboration:** We will work collaboratively as a team in a mature and respectful manner.
2. **Community Advice Hub:** We will create a Community Advice Hub.
3. **Council Tax:** We will not sanction unnecessary council tax rises.
4. **Disenfranchised:** We will reach out to those who feel unconnected with the Council.
5. **Economy:** We will support local retailers and businesses.
6. **Elderly:** We will reach out to elderly people and take account of their issues.
7. **Emergency Planning:** We will support improved Emergency Planning.
8. **Families:** We will reach out to families and take account of their issues.
9. **Highways:** We will tackle problems including the state of roads and pavements, road and pedestrian safety, parking, speeding and oversized lorries.
10. **Neighbourhood Plan:** We will build a strong Neighbourhood Plan.
11. **Openness:** We will improve the openness and transparency of the Council.
12. **Partners:** We will build strong relationships with our government, civic and community partners.
13. **Public Conveniences:** We will improve access to the town's public conveniences.
14. **Town Hall:** We will make the Town Hall more affordable for community hire.

15. **Town Promotion:** We will promote the town widely and emphasise our proximity to the Cotswold Area of Outstanding Natural Beauty.
16. **Young People:** We will encourage young people to engage with the Town Council.

Actions

1. Councillors are asked to consider these sixteen objectives and how they can be advanced.
2. The Mayor will seek opportunities to promote informal discussion amongst Councillors on these objectives.
3. Each Standing Committee is to consider its role in achieving these objectives and present a prioritised action plan to an early meeting of the Town Council.

Cllr John Gundry
Town Mayor
5th June 2013