



# Highworth Town Council

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## MINUTES OF THE FULL COUNCIL MEETING HIGHWORTH TOWN COUNCIL TUESDAY 15 JUNE 2021

### PRESENT

Councillor R Williams (In the Chair)

Councillor: (Mrs) K Barber  
A Bishop  
(Mrs) J H Bishop  
G Evans  
N Gardiner  
(Mrs) M Penny  
P Newton-Smith  
(Miss) J Murphy  
K Saunders  
K Smith  
(Mrs) L Vardy  
S Weisinger  
S Wolfensohn

Town Clerk: (Mrs) D Rose

### IN ATTENDANCE

Three Members of the Public and Swindon Borough Councillor V Manro



Highworth is a Fair Trade Town



Twinned with Wassenberg



Twinned with Pontorson

## **APOLOGIES**

7.

11. Councillor G Olley

## **MINUTES OF THE MEETING**

12. **RESOLVED TO CONFIRM AND SIGN THE MINUTES OF THE ANNUAL COUNCIL HELD ON TUESDAY 4 MAY 2021.**

The Minutes were adopted and were duly signed.

## **MATTERS ARISING**

13. None

## **PUBLIC QUESTION TIME**

14. A Member of the Public asked Swindon Borough Councillors A Bishop and V Monro the following questions regarding the Gladman Planning Application, S/OUT/20/0422 Land at Shrivenham Road.

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- a. In seeking to set out the community's concerns about the scheme, why did you put your cards on the table before the proper discussion and debate about it? It was clear to me that neither of you were familiar with the committee's protocol.
- b. In seeking to get the application refused, why did you not make yourself familiar with the policies of the Local Plan and Neighbourhood Plan to put forward relevant policies against it? It was clear to me that neither of you were prepared.
- c. Given the content of my previous questions, do you accept that having an up-to-date Neighbourhood Plan for the Town is essential in helping to consider similar proposals coming forward in the future?

Councillors will respond to the Member of the Public directly.

## **CORRESPONDENCE**

15. a. An email has been received from a resident asking what can be done to improve the safety of the junction at the Freke Arms? Swindon Borough Councillors V Manro and S Weisinger have been to the site and confirmed they are waiting the Police Report.

Highworth Town Councillors request that Swindon Borough Councillors continue to follow this up and report back to Highworth Town Council (HTC).

- b. An email has been received from a Member of the Public to advise HTC that Planning Applications can be called in to the Secretary of State who will decide if the call in is appropriate. Councillors unanimously agreed to call in the Gladman Planning Application, S/OUT/20/0422 Land at Shrivenham Road.

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Resolved by Councillor N Gardiner, Seconded by Councillor (Mrs) K Barber to request a call in, voting was 12 in Favour, 0 Against and 2 Abstentions (Councillors (Mrs) L Vardy and S Wolfensohn abstained), the Resolution was duly carried.

**INTERNAL AUDITORS**

16. Resolved by Councillor K Smith, Seconded by Councillor (Mrs) M Penny to re-appoint Auditing Solutions Ltd as the Councils Internal Auditors. Voting was unanimous and the Resolution was duly carried.

**AUDIT REPORT**

17. Resolved by Councillor K Smith, Seconded by Councillor (Mrs) M Penny to accept the Internal Audit Report. Voting was unanimous and the Resolution was duly carried.

**AGAR**

18. a. Resolved by Councillor S Weisinger, Seconded by Councillor K Smith to accept the Annual Governance Statement. Voting was unanimous and the Resolution was duly carried.
- b. Resolved by Councillor (Mrs) M Penny and Seconded by Councillor K Saunders to accept the Annual Accounting Statement. Voting was unanimous and the Resolution was duly carried.

**GENERAL POWER OF COMPETENCE**

19. Resolved by Councillor K Smith, Seconded by Councillor K Saunders to confirm Highworth Town Council meets the criteria for eligibility for the General Power of Competence, having two thirds of its Members being declared Elected and a CILCA qualified Town Clerk. The General Power of Competence was duly adopted.

**CCLA ACCOUNT**

20. Resolved by Councillor K Smith and Seconded by Councillor N Gardiner to approve the update of correspondence to the Town Clerk. Voting was unanimous and the Resolution was duly carried.

**BLOSSOM TREE PLAQUE**

21. Resolved by Councillor N Gardiner, Seconded by Councillor P Newton-Smith to have the following statement engraved on the plaque for the Blossom tree:

“In loving memory of those who lost their lives due to the COVID-19 pandemic.  
Never to be forgotten”

Councillors requested the Highworth Town Council Crest is to be included on the plaque.

Voting was unanimous and the Resolution was duly carried

## REPORTS BY BOROUGH COUNCILLORS

22.

a. Councillor A Bishop:

- Collected plastic sacks and builders waste material which has not been removed from the side of the road
- Liaising with Swindon Borough Council Legal Team and residents regarding parking issues at Hanover House
- Roundhills Mead Road request to resurface
- Attendance at the Police Crime Commissioner Meeting in Trowbridge
- Attended Swindon Borough Council Planning Committee - Gladmans Development
- Meeting this week with Kevin Parry (Cabinet Member for Highways) regarding the junction by the Freke Arms
- Passed the details of a lady promoting inclusive play equipment to the Town Clerk to assist with the background work being undertaken to review the play areas in Highworth

b. Councillor S Weisinger:

- Finalised Report on Averies Fire and presented to Swindon Borough Council Scrutiny Committee and approved by Cabinet. This is then to be sent to our MPs asking Parliament to make laws tighter and implement new restrictions and make it a legal requirement that checks are to be done more frequently and if required remove licences
- Chased up the replacement of Old Golf Course Hoardings to be completed week commencing 5 July 2021
- Discussion with Swindon Borough Council Officers regarding the 7 properties being developed behind the 250 homes just approved by Swindon Borough Council
- Missed Green Waste Collection issue sorted for resident
- Met with Landlord of Freke Arms following recent accident, waiting for Police Report before this can be taken any further
- Had contact from Planning Enforcement Officers about cases where development has taken place and notices served
- Request from resident that steps and footpath linking Home Farm and Rivers Way be made safer, Swindon Borough Council investigating and will advise with update.
- Recent extension to property has no driveway access other than over kerb, Swindon Borough Council Enforcement Team are writing to resident to install one
- Properties with excess waste bins investigated and removed where required
- Requested Parking Officers visit Highworth High Street more often as some drivers are parking in front of drop-down kerbs making it difficult for disabled people to cross the road

c. Councillor V Monro:

- Attended Swindon Borough Council Planning Committee
- Met with a family member of the fatal collision at Freke Arms, awaiting the Police Report
- Meeting 16 June 2021 regarding child safety in crossing St Michaels Avenue. Highworth Town Councillors requested that this Meeting is to be rescheduled for

some time in the near future so that a representative from the school can attend, plus 2 councillors as was originally agreed.

### REPORTS BY REPRESENTATIVES

23. a. Councillor R Williams - Highworth Twinning Association (HTA) - Nothing to report
- b. Councillor N Gardiner- Highworth Community Partnership Group (HCPG) – Nothing to report
- c. Councillor K Smith - Highworth Action For Fair Trade (HAFFT) – Nothing to report

### COMMITTEE STRUCTURE

24. The Town Clerk is to write 'draft' Terms of Reference for all Committees to be confirmed and adopted at an Extra Ordinary Full Council Meeting on Tuesday 22 June 2021.

### FULL AUDIT

25. Resolved by Councillor S Weisinger, Seconded by Councillor (Mrs) M Penny to carry out a Full Audit of the Council, the Resolution was not carried.

Resolved by Councillor K Smith, Seconded by Councillor R Williams to defer the Full Audit and re-visit in 12 months. The Town Clerk is to provide a regular update to the Council. Voting was 11 in Favour and 3 Against. The Resolution was duly carried.

### MEMBERS BUSINESS

26. Councillor (Mrs) L Vardy: Traffic is a major issue along Shrivenham Road. A motor home recently crashed into the wall of a home on Shrivenham Road. A cottage had an item fall off the wall due to a heavy goods vehicle passing and the level of vibration.

Councillor (Mrs) M Penny: The Wi-Fi password to the Community Centre is to be issued to Councillors in advance of the next Meeting.

Councillor S Weisinger: A traffic count is being undertaken in the near future between Sevenhampton and the Highworth Fox Roundabout.

### RESOLUTION TO EXCLUDE MEMEBERS OF THE PUBLIC AND PRESS

27. Resolved by Councillor R Williams, Seconded by Councillor P Newton-Smith to exclude the Public and Press from Agenda item 17 on the grounds of avoiding disclosure of personal information. Councillors unanimously agreed and the Resolution was duly carried.

**STAFFING SUB COMMITTEE UPDATE**

28. a. Resolved by Councillor R Williams, Seconded by Councillor G Evans for the Town Clerk to respond to the Secretary of State and to write to the previous Town Clerk with their recommendation.
- b. Resolved by Councillor (Mrs) M Penny and Seconded by Councillor P Newton-Smith to instruct the Solicitor to send the letter.

**MEETING CLOSED 10.40PM**

**Action Points**

- Councillor (Miss) J Murphy is to call in the Gladman Application S/OUT/20/0422 Land at Shrivenham Road immediately
- The Town Clerk is to circulate 'draft' Terms of Reference for all Committees
- The Town Clerk is to circulate the Wi-Fi password to the Community Centre in advance of the next Meeting