



# Highworth Town Council

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33.

## MINUTES OF THE FULL COUNCIL 16 MARCH 2021

### PRESENT

Councillor: R Williams (In the Chair)

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

### IN ATTENDANCE

Seven Members of the Public and One Member of the Press

### APOLOGIES

88. (Mrs) K Barber



Highworth is a Fair Trade Town



Twinned with Wassenberg



Twinned with Pontorson

## DECLARATIONS OF INTEREST

89. None

## PUBLIC QUESTION TIME

90. None

## CORRESPONDENCE

91. a. An email has been received from Reverend Geoff Sowden of St Michaels Church requesting a trial period for an area of the Churchyard to be sectioned off to benefit the wildlife. This will be managed by the Church Youth Group.

Councillors approved the request, if the trial was not successful then the area would be returned to its original state.

Reverend Geoff Sowden expressed his support of the blossom tree, he proposed a Community Remembrance / Thanksgiving Service to take place in the Churchyard with the blossom tree being one of the central aspects of the occasion. This shall be arranged at an appropriate time once COVID-19 Regulations have been relaxed.

Councillors unanimously supported this request.

b. Councillor (Mrs) M Penny has received confirmation from Swindon Borough Council (SBC) of a temporary 30mph speed limit along Swindon Road, Highworth. It is proposed that the change of speed limit will be subject to permanent Traffic Regulation Order (TRO) upon construction of the roundabout.

Councillor (Mrs) M Penny reported she has requested that the 30mph limited is extended along Swindon Road, Highworth.

## MINUTES OF MEETINGS

92. **RESOLVED THAT THE MINUTES FOR THE COUNCIL MEETING HELD ON 16 FEBRUARY 2021 BE ADOPTED** (The Minutes were duly adopted and are to be signed).

Minute 85. The Skate Park is to be an Agenda item at the Environment & Leisure Meeting in June 2021.

## FAIRFORD CIVIC BRIEFING

93. A written report was circulated to all Councillors prior to this Meeting. The report is to be published on the Highworth Town Council Website.

## THE SAFETY OF ST MICHAELS AVENUE

94. The Acting Town Clerk has received confirmation that SBC will re-assess St Michaels Avenue as requested in the summer term. Highworth Town Council will be notified once the Surveys have been programmed.  
The Acting Town Clerk is to write to SBC to request a copy of the assessment of Highworth Schools that determine which Schools are allocated to the School Safe Environment Zones (SSEZ).

## LEASES

95. Resolved by Councillor R Williams and Seconded by Councillor K Saunders to sign the following leases; Lower Rec, Barra Close, Crane Furlong, Highworth Town Junior Football Club. Councillors unanimously agreed and the Resolution was duly carried.

## OLD GOLF COURSE SITE

96. The Acting Town Clerk has received an update from SBC that they are reviewing the options and does not require anything further from Highworth Town Council at this time. Photographs were emailed of the compound as the site is dilapidated and considered a Health & Safety issue, SBC is considering the best course of action.

## MEMBERS BUSINESS

97. Councillor A Bishop: Councillors should be mindful of the staffing levels in the office and ring ahead to confirm availability.

Councillor S Weisinger: A Full Audit to be an Agenda item on the next Full Council Meeting.

Councillor S Wolfensohn: Highworth Town Council has an active Lone Working Policy.

## RESOLUTION TO EXCLUDE THE PUBLIC AND PRESS FROM AGENDA ITEM 14

98. Resolved by Councillor R Williams and Seconded by Councillor G Evans to exclude the Public and Press from Agenda items 12 and 13 on the grounds of avoiding disclosure of personal information. Councillors unanimously agreed and the Resolution was duly carried.

## COMPLAINT

99. Resolved by Councillor K Smith and Seconded by Councillor P Newton-Smith to invoke the Unreasonably Persistent Complaints Policy. The resident will be informed in writing of this decision. Councillors unanimously agreed and the Resolution was duly carried,

**STAFFING SUB-COMMITTEE UPDATE**

100. a. A staffing issue is being investigated internally.
- b. The closing date for receiving Applications for the post of Town Clerk is Friday 19 March 2021.
- c. The Chairman has written to MP Justin Tomlinson to assist with receiving a response from the Secretary of State in reference to the Gratuity Payment.

**The Meeting closed at 8.14pm**

**Action Points: -**

- The Skate Park is to be an Agenda item at the Environment & Leisure Meeting in June 2021
- The Fairford Civic briefing report is to be published on the Highworth Town Council Website
- The Acting Town Clerk is to write to SBC to request a copy of the assessment of Highworth Schools that determine which Schools are allocated to the School Safe Environment Zones (SSEZ)
- A Full Audit is to be an Agenda item on the next Full Council Meeting
- The complainant will be informed in writing of the Councils decision to invoke the Unreasonable Complaints Policy