



### MINUTES OF THE FULL COUNCIL 20 OCTOBER 2020

#### PRESENT

Councillor: R Williams (In the Chair)

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

#### IN ATTENDANCE

5 Members of the Public.

#### APOLOGIES

23. Councillors: (Mrs) L Vardy and S Weisinger



**PUBLIC QUESTION TIME (10 Minutes Limit)**

24. None.

**DECLARATIONS OF INTEREST**

25. None.

**CORRESPONDENCE**

26. An email has been received regarding the Visit Highworth Christmas Craft Fair to be held in St Michaels Church on Friday 27 November 2020 (COVID restrictions allowing). The Council is asked if any Councillors would like to help with marshalling the entrance and exit. Councillors N Gardiner and R Williams have already volunteered. Councillors P Newton-Smith, (Miss) J Murphy, K Saunders and G Evans offered to assist.

**MINUTES OF MEETINGS**

27. **RESOLVED THAT THE MINUTES FOR THE ANNUAL COUNCIL MEETING HELD ON 22 SEPTEMBER 2020 BE ADOPTED** (The Minutes were duly adopted).

**MATTERS ARISING**

28. None.

**20 mph SPEED LIMITS**

29. Correspondence from Stratton St Margaret Parish Council and Stanton Fitzwarren Parish Council was received asking for the views of this Council in extending 20mph speed limits and zones to more areas throughout the Borough. Councillors debated the request and concluded that they have insufficient information to make a decision, but in principle agree with the concept.

This is to be conveyed to the requesting Parishes.

**COUNCILLORS SURGERY**

30. The Borough Councillors confirmed that the face to face Borough Councillor Surgeries are to recommence on Saturday 7 November in the Council Community Room between the hours of 10.00am – 11:00am.

The other Town Councillors are also available on Saturdays, in the Market Square for an informal chat. A sign is to be provided for the Podium to advertise the Borough Councillor Surgery.

**REMEMBRANCE SUNDAY**

31. The Church is to hold an invitation only Service and Wreath laying ceremony at the Church, there is to be a maximum of 50 people in the Church, then the Churchyard. There is to be no Parade, and the Service is to be live-streamed. Councillor K Saunders has volunteered to carry the

Town Council Standard on behalf of Highworth Town Council. Councillor (Mrs) M Penny is to ask the Event Safety Advisory Group to contact Councillor R Williams.

### **CHRISTMAS LIGHTING CEREMONY – IMPLICATIONS OF COVID-19**

32. It is with great regret that the Christmas Lights Ceremony is to be cancelled this year. The Council considers that it would not be possible to ensure Social Distancing at such an event.

### **MEMBERS BUSINESS**

33. a. Councillor (Mrs) M Penny. A full report from the Staffing Committee is to be given to Councillors at a private meeting following the next Full Council Meeting to inform Councillors of the discussions currently being held, and advise them of potential future recommendations that would be brought to the Council for debate and decision.

**The Meeting closed at 8:02 pm.**

### **Action Points: -**

- Email regarding the Craft Fair Volunteers
- Reply to Stratton St Margaret Parish Council and Stanton Fitzwarren Parish Council
- Advertise the Borough Councillor Surgery on Highworth Town Councils website and Facebook page
- Provide a sign to put on the Podium for the Borough Councillor Surgery
- Ensure that the Public are aware that the Christmas Lights Ceremony is cancelled
- There is to be a Report from the Staffing Committee at a Meeting following the Full Council Meeting