



**Tidworth Town Council  
Leadership  
March 2019**



Minutes of the Leadership Committee on 26<sup>th</sup> March 2019 in the Community Centre at 7pm

<p><b>Attended</b> Councillors B Pratt (BP) in the Chair, A Connolly (AC), M Connolly (MC), S Fell (SF), S Slater (SS) C’Ilr S Anderton Town Clerk (CL)</p>	<p><b>1. 18/0044 Apologies:</b> <b>None</b> Schedule 12 of the Local Government Act 1972 requires a record to be kept of the members present and that this record form part of the minutes of the meeting. Members who cannot attend a meeting should tender apologies to the Town Clerk as it is usual for the grounds upon which apologies are tendered also to be recorded. Under Section 85(1) of the Local Government Act 1972, members present must decide whether the reason(s) for a member’s absence are accepted.</p>	
<b>Item</b>	<b>Agenda Item</b>	<b>Action by</b>
18/0053L	<p><b>2. Declaration of interest – NONE</b> (Disclosable Pecuniary Interests) Regulations 2012 (SI 2012/1464) (NB this does not preclude any later declarations).</p>	
18/0054L	<p><b>3. Minutes of November 2018 meeting</b> Approved at December 2018 Full Town Council meeting</p>	
18/0055L	<p><b>4. Home Farm</b> A letter has been received from the Residents Committee regarding the concerns over the upkeep of the Home Farm field. The members have asked that as he has access to the appropriate equipment if the Town Steward could keep it cut and take away any arisings. Despite several meetings with the Garrison it is felt all avenues regarding swapping with the MOD have been exhausted therefore the committee are recommending that TTC now research the possibility of using the land to develop two state of the art football pitches which would include the associated facilities such as parking, changing rooms and seating.</p>	
18/0056L	<p><b>5. Civic Centre</b> MC has recently met with Aspire who are keen to have future discussions about what services they may be able to provide during the build and after completion. MC and BP have recently met with the Police who are very keen to get the project started. AC has had concerns that the current plans could mean that the project is potentially a third over budget. He has done some extensive work and drawn up some plans himself. This has reduced the square meterage by approximately 30 % but does not compromise on the facilities. Some comments were made regarding where the toilets were situated and if it was necessary to have so much shared space, with these tweaks in mind the Committee recommend that AC’s plans are sent to the architect for him to update.</p>	

	<b>AC proposed that his updated plans are sent to the architect, seconded by BP, carried.</b>	
18/0057L	<p><b>6. Staffing</b></p> <p>CL reported that the HR Company recently contracted by TTC had visited. She spoke at length with them about council matters and job roles. There will be further discussions with other staff members and councillors.</p>	
18/0058L	<p><b>7. Finance</b></p> <p>As it is near year end CL has been tidying up the accounts and has noticed to some unexpected bills during the year Legal and Professional Fees is over budget and Janitorial are over budget, she has requested that money is transferred over from General Reserves and Repairs and Maintenance.</p> <p><b>BP proposed that £1750.00 is transferred from General Reserves to Legal and Professional and that £1000.00 is transferred from Repairs and Maintenance into Janitorial, seconded by MC, carried.</b></p> <p>A Section 137 grant request has been received from Holy Trinity Church for the continued cutting of the grass at the church yard for 2019.</p> <p><b>AC proposed that a grant of no more than £1836.00 is awarded for the grass cutting at Holy Trinity Church yard, seconded by BP, carried.</b></p> <p>Although previously discussed salaries for 2019/20 had not been officially agreed. There were some discussions regarding minimum wage and it was agreed that the Administration Staff and Town Steward would have an increase to slightly above this meaning approximately a 2.5% increase for admin, 6.2% for Town Steward and the Town Clerk is to receive an increase of 3%.</p> <p><b>AC proposed the increases to staff salaries, seconded by SS, carried, 1 abstention.</b></p>	
18/0059L	<p><b>8. Committees/Policies/Terms of Reference</b></p> <p>With the upcoming new Council year and increased pace of activity within the Council the town Clerk had circulated a Committee Proposal including a new Policies and Procedures Committee. The members agree in principle to this and it will be circulated to all members for comments.</p>	
18/0060L	<p><b>9. Committee Reports</b></p> <p><b>Services</b></p> <p>SS reported on the meeting held on 12<sup>th</sup> March 2019. The door and kitchen work has now been completed. Community Centre fees were reviewed and it was decided there would be no increase. The Committee are still looking into a CCTV for the War Memorial. Having previously looked a costings to put a bespoke fence around the Memorial the Committee have decided that it would not be cost effective due to the new Civic Centre. However, fencing is needed around the electric box for security reasons. Following on from a letter received by the Charity Commission CL</p>	

	<p>confirmed that she has now applied to de-register the War Memorial Charity.</p> <p>It was agreed that it would be cheaper to repair the gate at the skate park than to replace it.</p> <p>Cemetery fees and rules were reviewed it was agreed that the fees should remain the same there was an amendment to the rules regarding gravel and kerb stones.</p> <p>Members were encouraged to put forward ideas for the additional Highway Funding available paying attention to minor road repairs, white lines and damaged signs.</p> <p>Engagement</p> <p>SF reported on the meeting held on 19<sup>th</sup> March 2019.</p> <p>Everything is in place and booked for the Easter Event on 20<sup>th</sup> April 2019, this will now be publicised.</p> <p>A skip has been booked for the Community Litter Pick on 6<sup>th</sup> April.</p> <p>There was a lot of discussion around Christmas. Admin will present a proposal with options at the next meeting for a decision to be made.</p> <p>Quotes for Christmas lights were circulated and discussed the recommendation will be made a Full Town for approval.</p> <p>Tidworth Times has now been sent to the printers.</p> <p>The planning application for the Phase 2 play park has been submitted.</p> <p><b>Town Clerk</b></p> <p>CL along with BP, GP, HJ, AN (Admin) and the Town Steward had attended Emergency Planning training. They have now formed a working group to be led by GP and will write a plan to be presented and adopted by the Town Council.</p>	
18/0061L	<p><b>10. Correspondence/AOB</b></p> <p>MC reported that the Commissioner for the Boundary agreed the names of the new divisions for Tidworth they have suggested these to WC and they are in agreement, the names of wards being:</p> <p>Tidworth North and West</p> <p>Tidworth East</p> <p>Ludgershall South</p>	
	<p><b>Date of next meeting</b></p> <p><b>TBC</b></p>	<p>Agenda items to be submitted to the Clerk 7 days before meeting</p>

**There being no further business  
to discuss the meeting closed at 8.20pm.**