



**Bradford on Avon
Town Council**



Minutes of the Bradford on Avon Town Council
Town Development Committee
Held at St. Margaret's Hall, Bradford on Avon
on 24th July 2019 at 7.00p.m.

Present:

Cllr L Brown
Cllr E Franklin
Cllr D Garwood (Vice-Chairman)
Cllr A Kay
Cllr S McNeill-Ritchie (Chairman)
Cllr M Roberts
Ian Brown – Director of Operations
Sandra Bartlett – Town Clerk

Members of the Public: None

Apologies: Cllr D Newton, Cllr T Lomax, Cllr D Taylor, Lucy Millar Bradford on Avon Business.

12. Declarations of interest

Cllr Franklin declared a non-pecuniary interest in the item of two new planters at the entrance of St Lawrence Road.

13. Minutes

After one small amendment was made, it was proposed by Cllr Franklin, seconded by Cllr Garwood and with all in favour it was **RESOLVED**: to accept the minutes from the last meeting held on the 14th May 2019.

14. Matters arising

- (i) Minute 7 – CCTV – Director of Operations reported that the Town Council was in the process of filling out a Data Impact Assessment. He had been working with Cllr Newton to get the assessment signed off. This was to protect the privacy of the public and how the Town Council stores their data.
- (ii) Minute 9 – To note that the lighting desk was purchased.
- (iii) Minute 10 – T.I.C. Refurbishment – Director of Operations reported that emergency leaks had to be repaired. After the café had closed, essential works to take out excess sinks in the building were in the process of being removed. Cllr Brown asked about the lease and was advised it was on the same basis as before on a rolling lease.

15. Chairman's Report

The Chairman's report was noted. Chairman advised that just before this meeting preliminary discussions had been had with the users of Culver Close. Cllr Brown said that he would like the footballers and bowlers invited to any future meetings. Cllr Gibson said that she would like to see more non sport users of this facility to aid future funding applications. Cllr Kay said that any new build should be eco-friendly construction.

16. Terms of Reference

It was agreed to increase the maximum number of councillors to 8, plus the chair and leader of council as ex-officio. The limit for spending for this committee was discussed and it was decided to leave the limit at £10,000 for the time-being. An addition of 1.7 "The committee may appoint non-councillor members", it was proposed by Cllr Kay seconded by Cllr Franklin and with all in favour it was **RESOLVED:** To adopt these new Terms of Reference for this committee.

17. Community Asset Transfer

Director of Operations gave an update on the Community Asset Transfer negotiations. Cllr Roberts asked that the graffiti be removed on Wiltshire Council's garages at Avon Close.

18. Section 96 licence for two planters at St Laurence Road

It was noted that a Section 96 licence had been obtained for the two planters at the entrance to St. Laurence Road. This was valid for ten years. Cllr Brown asked to know the cost of this. Cllr Franklin advised that it was minimal with compost and a small amount of fixings.

19. Date of next meeting

The next meeting had been scheduled for the 17th September 2019.

The meeting closed at 7.37pm.