

**MINUTES OF THE MEETING OF THE TOWN COUNCIL OF ROYAL LEAMINGTON SPA  
HELD ON 10<sup>th</sup> NOVEMBER 2022, TOWN HALL, LEAMINGTON SPA.**

**PRESENT:** Councillors Nick Wilkins (Chair), Janet Alty, Alan Boad, Sarah Boad, Julija Boulton, David Brunson, Will Bryce, Judith Clarke, Bill Gifford, Jennifer McAllister, Louisa Radice, Susan Rasmussen, Ruggy Singh and Amanda Stevens.

Officers: Town Clerk

Absent: Cllr Jade McGhee

55. **APOLOGIES FOR ABSENCE**

Cllr Mubarik Chowdry.

56. **DECLARATIONS OF INTEREST**

Cllr S Boad declared a non-pecuniary interest in item 7 as a Warwickshire County Councillor.

Cllr B Gifford declared a non pecuniary interest in item 7 as a Warwickshire County Councillor.

57. **PUBLIC FORUM**

None.

58. **UPDATE FROM FUNDED ORGS**

Julie Robinson of Citizens Advice South Warwickshire (CASW) gave a verbal update supplementing the written information submitted previously. CASW continues to work with local partners and to amend its ways of working to meet customer demand, using face to face and telephone / electronic support. However demand is high and the current circumstances are challenging.

There followed discussion and a number of questions.

Julie Joannides from Barnardos and representatives of the Parenting Project gave a verbal update to supplement the written information provided.

The Town Council funding enables the Counselling service (up to 18 weeks) to be provided to Leamington residents. It is delivered through (but is a separate service from) the children and families centres which are commissioned by Warwickshire County Council.

Lillington Library – had provided some written information.

**Resolved**

- i) That the visitors are thanked for their attendance and contributions.
- ii) That the information provided is received and noted.

59. COST OF LIVING / WARM HUBS

SM introduced the work that Warwick District Council is doing and what it is trying to achieve to support communities over the winter. It is looking to co-ordinate activity to ensure a joined up approach. It is looking to identify financial resources that can be provided to local groups and organisations to support communities over the coming winter.

A member of WDC's Community Wellbeing Team attended the meeting to answer questions.

It was noted that the Town Council should receive suitable recognition for any financial contribution. Kate Cliffe from WDC noted that WDC is trying to co-ordinate the activity across a range of partner organisations.

**Resolved** that the town council contributes £6k (six thousand pounds) to WDC from its projects budget to support the cost of living / warm hubs work, on the condition that the Town Councils contribution is recognised / identified appropriately and that WDC reports back to the Town Council at regular intervals.

Cllrs A Boad and S Boad left the meeting.

60. COUNTY AND DISTRICT CLLR FORUM

Cllr Gifford noted:

WCC – Kenilworth 2 Leamington cycle route – progress is being made

Electric Vehicle charging from lampposts is being trialled.

Arts council has given significant funding to the Warwickshire Library service.

WDC – work is ongoing through the Transformation Board.

61. LOCAL TRANSPORT PLAN 4 CONSULTATION

The Council considered Warwickshire County Council's current consultation on the Local Transport Plan.

A number of comments were made:

-A network of new cycle routes should be developed, in addition to making existing routes safer.

-Safe cycling routes are welcomed but must be supported by safe and secure cycle parking / storage at relevant locations.

-Public transport access between Leamington and Stratford is poor.

-While the strategy identifies key strategies and objectives, it is unclear how these will be prioritised and resourced. It risks being something of a 'wish list'.

-Freight strategy - should seek to minimise damage to communities caused by the movement of freight vehicles.

**Resolved** that the Town Clerk sends these comments as a response to the consultation from the Town Council.

62. MEETING ROOMS

**Resolved** that meeting room 5 is used for future committee meetings.

63. UPDATES FROM REPS ON EXTERNAL BODIES

Noted the Christmas Lights event took place and was very popular.

*Creative Quarter*

Cllr Rasmussen noted that the Creative Quarter is an attempt to regenerate the town, especially the old town. Various activities over a number of sites. Much still confidential.

Town Hall is being progressed and is likely to be done in phases.

Work has started on Spencer Yard and United Reform Church.

Footbridge idea is being explored.

Options for Court street car park area and Stoneleigh Arms being explored.

*Leamington Transformation Board.* Instigated by WDC to co-ordinate things across the town – made up of reps of all three tiers of local government. Independent chair is now in place. Also appointed a further independent board member whose role is to link with local groups / organisations.

Work will take place on a revised Town Centre Vision to act as a focus for the work of the board.

Leamington Chamber of Commerce has ceased to operate.

**Resolved**

- i) that the updates are noted.
- ii) that the Mayor provides a short report to each Town Council meeting.
- iii) that the Annual Town assembly meeting be used to explore the vision for the town, subject to discussions with WDC.

The Mayor noted:

Leamington Lights switch on was a very good event.

The Civic Dinner would take place in the coming weeks – information had been circulated.

2<sup>nd</sup> December – Mayor's pyjama day to generate monies for charity.

64. MINUTES OF COUNCIL AND COMMITTEES

**Resolved**

- i) that the minutes of the meeting of the Town Council on 29 September 22 are approved as a correct record.
- ii) that the minutes of the following meetings are received and noted:  
Planning 01Sept22, 22Sept22  
Policy & Resources Committee 08Sept22

65. FINANCE / PAYMENTS

**Resolved**

- i) that the Council notes the information regarding the national pay award and the implications for the Town Council's 2022/23 budget and future 2023/24 budget setting
- ii) that the following payments are made.

| <b>Cheque / Electronic payment</b> | <b>Payee</b>                                   | <b>Details</b>                                      | <b>Amount</b>     | <b>VAT</b>   | <b>Total</b>      |
|------------------------------------|--|---|-------------------|--------------|-------------------|
| Electronic                         | Warwick District Shopmobility                  | 3rd Quarter grant                                   | £6,500.00         | £0.00        | £6,500.00         |
| Electronic                         | Warwick District Council - invoice<br>83274466 | Contribution to Leamington<br>Christmas Lights      | £20,000.00        | £0.00        | £20,000.00        |
| Cheque                             | RBL Poppy Appeal                               | Wreath for Remembrance Sunday                       | £30.00            | £0.00        | £30.00            |
|                                    |  |   |                   |              | £0.00             |
| Electronic                         | Citizens Advice South Warwickshire             | Grant   | £20,000.00        | £0.00        | £20,000.00        |
| Electronic                         | Barnardo's                                     | Grant - Children's Centres /<br>counselling service | £7,500.00         | £0.00        | £7,500.00         |
|                                    |  |   |                   |              | £0.00             |
|                                    |  |   |                   |              | £0.00             |
|                                    |  |   |                   |              | £0.00             |
|                                    |  |   |                   |              | £0.00             |
|                                    |  |   |                   |              | £0.00             |
|                                    |  |   |                   |              | £0.00             |
|                                    |  |   |                   |              | £0.00             |
|                                    |  |   | <b>£54,030.00</b> | <b>£0.00</b> | <b>£54,030.00</b> |

66. REVIEW OF JOB DESCRIPTION – DEMOCRATIC SUPPORT OFFICER

The Town Council considered report number 12 regarding the review of the Democratic Support Officer job description.

**Resolved** that the Democratic Support Officer job description is updated as described and the job title changed to Deputy Town Clerk.

67. EXCLUSION OF PRESS AND PUBLIC

**Resolved** that in view of the confidential nature of the business about to be transacted (confidential staffing matters), it is advisable in the public interest that the press and public be excluded from the Meeting and they are instructed to withdraw.

68. CIVIC OFFICER ROLE

The Town Council considered confidential report number 14 regarding the Civic Officer job description and grading.

**Resolved:**

- i) That the amendments to the Civic Officer Role are approved, including the change of the job title to Civic & Communications Officer
- ii) That the amendments to the salary as recommended by the Staffing committee are approved.

The meeting concluded at approximately 19 53.