

27th September 2016

Dear Sir/Madam

YOU ARE HEREBY SUMMONED TO ATTEND A MEETING OF THE POLICY & RESOURCES COMMITTEE TO BE HELD AT THE LAVERTON, BRATTON ROAD, WESTBURY, ON MONDAY 3rd OCTOBER 2016 AT 7.00 PM.

Yours faithfully

Town Clerk

Public Forum

Register between 6.50 pm – 7.00 pm
Maximum input per person – Strictly 5 minutes
Forum not to exceed 30 minutes

**Petitions/Depositions to be lodged with the Town Clerk
at least five working days prior to the Meeting.**

A G E N D A

- 1. TO RECEIVE APOLOGIES (if any) AND REASONS FOR ABSENCE.**
- 2. DISPENSATIONS.**
- 3. DECLARATIONS OF INTEREST (if any) AND REASONS.**
- 4. MINUTES.** To confirm and sign the Minutes of the Committee Meetings held on the 1st August 2016. (Circulated with the Agenda for Town Council on the 5th Sept 2016).
- 5. MATTERS ARISING (if any) FROM THESE MINUTES. Note: no new decisions can be taken.**

Members Matters Arising.

- 6. WILTSHIRE COUNCILLORS' REPORTS.** Members wishing to ask questions of Wiltshire Councillors are requested to give prior notice to Wiltshire Cllrs R Hawker, D Jenkins and G King, or to the Clerk for onward transmission.

7. RECOMMENDATION received from Streetscene Working Group 5th September 2016

Roundabout Policy

Recommendation:

Policy and Resources Committee to approve the new roundabout policy and recommend to Town Council this policy is adopted (see attached).

8. RECOMMENDATION received from Town Clerk on 14th September 2016

Lists of payments

Recommendation

To approve future lists of all payments from reports produced directly from the Omega accounting system (see attached).

9. RECOMMENDATION received from Town Clerk on 14th September 2016

Grant application for Matravers School

Recommendation:

Policy and Resources Committee recommend the Matravers grant request to the Town Council in November (see attached).

10. RECOMMENDATION received from the Events Working Group on 22nd September 2016

Ground Sockets

Recommendation:

To remove existing faulty outlet sockets and install a new 63-amp single outlet by The Lopes and a new 32-amp single outlet by the vets, as per the attached quote. Total value is £1,465.00 + VAT and the funding to be taken from the Rolling Capital Fund.

These works to be carried out in time for the Christmas Events Day, 3rd December 2016 (see attached).

11. RECOMMENDATION received from Town Clerk on 22nd September 2016

To consider The 2017/18 Local Government Finance Settlement Technical Consultation Paper.

Recommendation:

The P&R committee to consider all responses received from councillors and format an agreed Town Council response to the consultation. All Councillors are welcome to attend the P&R Committee and express their views on the night (see attached).

12. CHAIRMAN'S MATTERS FOR REPORT

13. REVIEW OF POLICIES

As part of the on-going review of the Councils policies, as agreed by the P&R Committee on 6.6.16, the committee is to approve the amendments and recommend to Town Council that the following policies are adopted:

- Equalities Policy
- Disability Policy

14. BUDGET BID

Budget Bids received from the Events Working Group

- 1 Budget bid of £2,000 to be placed in the Rolling Capital Fund, as a contingency for repairs to Christmas Lights and also to cover the replacement of the remaining two electrical boxes in the Market Place.
- 2 An overall increase to the Christmas Events budget of £1000

15. CLERK’S CORRESPONDENCE/MATTERS.

16. WORKING GROUP’S REPORTS/RECOMMENDATIONS:

- 1. Events Working Group – No report submitted
- 2. Westbury Tourism Working Group – Report attached
- 3. Delegation of Services Working Group – No report submitted
- 4. Great War Commemoration Working Group – No report submitted
- 5. Business Plan Working Group – Group not met
- 6. Editorial Working Group – No report submitted

17. TASK & FINISH GROUP REPORTS/RECOMMENDATIONS:

- 1. Community Governance Review – Group not met
- 2. Structure Review – Group not met
- 3. Grants Scrutiny – No report submitted

18. ACCOUNTS:

List of Payments – To approve all payments made from April to August 2016 in the agreed revised format

Schedule No	Month	Amount
499 (Revised 14.9.16)	April 2016	£ 25,452.05
500 (Revised 14.9.16)	May 2016	£ 72,187.46
501 (Revised 14.9.16)	June 2016	£110,550.55
502 (Revised 14.9.16)	July 2016	£ 50,260.54
503	August 2016	£ 42,081.29