

**27<sup>th</sup> 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 3<sup>rd</sup> 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 5<sup>th</sup> 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 5<sup>th</sup> 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 14<sup>th</sup> 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 14<sup>th</sup> 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 22<sup>nd</sup> 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, 3<sup>rd</sup> December 2016 (see attached).

**11. RECOMMENDATION received from Town Clerk on 22<sup>nd</sup> 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