



Westbury Town Council

The Laverton, Bratton Road, Westbury
Wiltshire BA13 3EN Tel: 01373 822232
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Dear Councillor

You are summoned to attend a Meeting of the FINANCE Committee to be held at 7pm on **MONDAY 10th December 2018** at The Laverton, Bratton Road, Westbury BA13 3EN.

All council meetings are open to the public and press. Members of the public are invited to address the Council at this meeting at 7pm (registration 6.50pm – 7pm).

Yours faithfully

Mrs D Urch Town Clerk
4th December 2018

PUBLIC FORUM: commencing 7pm (not to exceed 30 minutes). Members of the public are welcome to make representations, ask questions and give evidence at a meeting which they are entitled to attend in respect of the business on the agenda. Any individual representation is limited to no more than 5 minutes. The Chairman will call the representation from those who registered to speak; written representations can also be submitted to the Town Clerk in advance of the meeting. A summary record of any public participation session shall be included in the Minutes.

Recording and using social media is permitted at Council meetings which are open to the public however, anyone wishing to do so must speak to the Town Clerk prior to the meeting as there are rules which must be followed.

A G E N D A

1. APOLOGIES FOR ABSENCE

To receive apologies for absence and consider the reason for absence.

2. DECLARATION OF INTEREST and DISPENSATIONS

Members must be diligent regarding their interests.

Members to consider any dispensation requests received by the Town Clerk.

3. MINUTES [Click here](#)

To approve as a correct record, the Minutes of the Finance Committee Meeting held on 22nd October 2018, copies of these Minutes have been circulated to each Member and in accordance with Standing Order No. 33(d) may be taken as read.

MATTERS ARISING FROM THESE MINUTES (if any)

Note: no new decisions can be taken

Members' matters arising from these previous Minutes

4. CHAIRMAN'S COMMUNICATIONS

None

5. DRAFT BUDGET 2018-19: Mr Kemp to present the draft budget.

[Budget summary 2019/20](#)

[Budget detail by committee](#)

[Budget summary by committee](#)

[Budget notes](#)

6. LOCAL GOVERNMENT FINANCE SETTLEMENT. [Fact sheet](#) [Tax base](#)

7. RECOMMENDATION received from Town Council dated 5th November 2018

Extension of Clerk's powers

Recommendation

The Finance Committee to look at extending the Clerks powers to avoid the need of small value items (for example, CCTV camera £236.40 plus VAT) being brought to Town Council.

[Click here](#)

8. RECOMMENDATION received from TIG/STREETSCENE WORKING GROUP dated 12th November 2018

Visit Wiltshire membership

Recommendation

The Finance Committee to approve the suspension of the membership to Visit Wiltshire for the Town Council for the year 2019-2020 and to review again before re-joining. [Click here](#)

9. RECOMMENDATION received from PLAY AREAS WORKING GROUP dated 26th November 2018

Play Area Budget for 2019 / 2020

Recommendation

To increase the Play Area budget by a further £20,000 to repair or replace the wet pore where required as identified in the independent inspection report. [Click here](#)

10. The Finance Committee to consider the letter received from the Planning Inspectorate regarding the cinder track dated 29th November 2018 reference number FPS/Y3940/14A/11. Deadline for response to the appeal 13th December 2018 [Letter](#) [Comments](#) [Cllr R Hawker comments](#)

11. CLERK'S CORRESPONDENCE

1. Update on CIL money received from Wiltshire Council. [Click here](#)
2. Thank you letter for grant received from Wiltshire Music Centre.

12. REPORTS

The Finance Committee to receive and approve the following reports:

1. Budget Statement to 31.10.18 [Click here](#)
2. List of Payments Oct 2018 [Click here](#)
3. Aged Debt Reports as at 14.11.18 [Click here](#)
4. Cost update – The Laverton Build [Click here](#)
5. Cost update – Neighbourhood Plan [Click here](#)

13. UPDATE ON EAR MARKED RESERVES

The Finance Committee to note the attached updated EMR report. [Click here](#)

14. BUDGET BIDS

None.

Additional Information

Terms of Reference	Click here
Standing Orders	Click here
Financial Regulations	Click here