

30th August 2011

YOU ARE HEREBY SUMMONED to attend a MEETING of WESTBURY TOWN COUNCIL to be held at THE LAVERTON, BRATTON ROAD, WESTBURY on MONDAY, 5th SEPTEMBER 2011 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
Prayers

- 1. TO RECEIVE APOLOGIES (if any) AND REASONS FOR ABSENCE.**
- 2. DECLARATIONS OF INTEREST (if any) AND REASONS.** (Members must be diligent regarding their interests.)
- 3. MINUTES.** To approve as a correct record the Minutes of the Town Council Meeting held on the 4th July 2011 and the Extraordinary Town Council Meeting held on the 15th August 2011; copies of these Minutes have been circulated to each Member and in accordance with Standing Order No. 13(a) may be taken as read.
- 4. MATTERS ARISING FROM THESE MINUTES (if any). Note: no new decisions can be taken.**

Members' matters arising from these previous Minutes.
- 5. POLICE REPORT.**
- 6. WILTSHIRE COUNCILLORS' REPORTS.** Members wishing to ask questions of the Unitary Councillors are requested to give prior notice to Cllrs M Cuthbert-Murray, R Hawker and D Jenkins, or to the Clerk for onward transmission.

7. **MINUTES of COMMITTEES.** To receive and consider Minutes and recommendations of the following Committees:-

Highways, Planning & Development Committee	-	18.07.2011
Highways, Planning & Development Committee	-	15.08.2011
General Purposes Committee (01.08.2011)	-	Cancelled

8. **MATTERS ARISING FROM THESE MINUTES** (if any). **Note: no new decisions can be taken.**

9. **NOTICE OF MOTION received from Cllrs Mrs S Ezra and M Cuthbert-Murray on 15th July 2011.**

To call a meeting of Westbury Town Council's car parks working group to negotiate with Wiltshire Council to take over the running and control of the car parks. The offer of £1.00 for each car park as a starting point.

10. **NOTICE OF MOTION received from Cllr Mrs S Ezra on 15th July 2011.**

To set up a separate working group to promote the H14 site for development as a matter of urgency to enable the completion of the bridge over the railway.

11. **NOTICE OF MOTION received from the Management Team on 1st August 2011.**

To consider the allocation of working groups to relevant committees for **reporting only** as follows:

General Purposes Committee

Christmas in Westbury Working Group
Queens Diamond Jubilee Working Group/Street Fayre & Concert
Delegation of Services Working Group
Health Working Group
Website Working Group.
Westbury Tourism Working Group

Highways, Planning & Development Committee

Flood Relief Working Group
Car Parks Working Group
Leisure Facilities Working Group
Play Areas Working Group
Street Furniture Working Group
Town Centre Viability Working Group

The Laverton Institute Trust Management Committee to continue reporting to Town Council.

12. WORKING GROUPS & REPRESENTATION ON OTHER BODIES.

Following the resignation by Mike Hawkins, to appoint councillor(s) to the following:

Flood Relief Working Group	BA13 Community Partnership
Health Working Group	Police Liaison Committee
Tourism Working Group	Westbury Area Board

13. WESTBURY PUBLIC TOILETS. To nominate member(s) to attend a meeting with InterPublic Urban Systems UK Ltd and all Wiltshire town councils to discuss the possibility of town councils co-operatively running the ten facilities currently provided in Wiltshire; employing InterPublic to maintain, repair and clean the toilets as per the current contract with Wiltshire Council. The Clerk to report. (See attached letter.)

14. WESTBURY & DISTRICT CANINE SOCIETY – application for a grant of £300.00. (G.1693) The Clerk to report. (See attached.)

15. WAR MEMORIAL. To approve the request by the British Legion (Westbury Branch) to attach a banner to the War Memorial in connection with the Poppy Appeal 2011.

16. CLERK’S CORRESPONDENCE/MATTERS (if any).

17. THE LAVERTON INSTITUTE TRUST MANAGEMENT COMMITTEE.
(See attached report.)

18. TOWN CENTRE VIABILITY GROUP. Cllr Mrs S Ezra.

19. BA13 COMMUNITY PARTNERSHIP. Cllr S Andrews.

20. WESTBURY TOURISM GROUP. Assistant to the Town Clerk.

21. TV LICENCE – THE LAVERTON. To approve an annual direct debit payment to the TV Licensing Authority (currently £145.50).

22. ITEM FOR DISCUSSION

To agree a factual statement to be issued immediately in response to recent misleading and unfair criticism of this council made via the local press by members of one political party.

Cllr Hawker will circulate a draft statement at the meeting.

23. LEISURE FACILITIES WORKING GROUP.

To request that the Leisure Facilities Working Group produces a full update at the next full town council meeting on:

1. all proposals and ideas, with all relevant dates, from Wiltshire Council to cease running Westbury Swimming Pool and Leighton Sports Centre;

2. any progress made by Wiltshire Council in finding a suitable trust prepared to take over, run and fund these facilities for the local community;
3. relevant thoughts and progress made so far by any group, including Westbury Leisure Alliance, in relation to exploring whether anyone at all is in any position to take on and run either or both of these leisure facilities.

Cllr Hawker to present this item.

- 24. COMMUNICATIONS BY THE TOWN MAYOR.** To receive such communications as the Town Mayor may wish to lay before the Council.

25. ACCOUNTS:

Payment of Accounts. To approve the list of payments made since the last Meeting or to be made and to confirm the action of the Chairman and one other Member in signing the necessary orders for payment, Business Pass Cash/Visa Cards (if any) transactions, and staff remunerations (Payline):-

01.08.2011	-	Deferred due to cancellation of General Purposes Committee meeting
05.09.2011	-	As presented

- 26. TOWN CLERK'S IMPREST ACCOUNT.** Due to the forthcoming appointment of The Laverton Development & Marketing Officer, to approve an increase in the upper limit for this account to £10,000, and to authorise the Town Clerk to make a monthly transfer from the Lloyds TSB current account to the Imprest Account equal to the total for salaries, pension and PAYE/NI.

- 27. To resolve that, in view of the confidential nature of the business about to be transacted, the public and press be temporarily excluded and instructed to withdraw.**

- 28. NOTICE OF MOTION received from the Website Working Group on the 16th August 2011. (PART II)**

- 29. EXTERNAL COMMUNITY NOTICEBOARD – THE LAVERTON.** To consider and approve one of the following quotations received to provide a lockable robust glazed notice board (size A1 – to take equivalent of 8 A4 sheets) to be positioned on the corner of the entrance railings, sitting diagonally across the front flower bed of The Laverton. To be funded through the Landfill grant:

The Clerk to report.

- 30. STAFFING MATTERS.**

- 31. To resolve to return to open council.**

