

1st November 2011

YOU ARE HEREBY SUMMONED to attend a MEETING of WESTBURY TOWN COUNCIL to be held at THE LAVERTON, BRATTON ROAD, WESTBURY on MONDAY, 7th NOVEMBER 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

TWO MINUTES SILENCE

In remembrance of all those persons who lost their lives during the Great War, Second World War and subsequent armed conflicts.

- 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 5th September 2011 and the Extraordinary Town Council Meeting held on the 26th September 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**
 - a. Leisure Facilities Working Group (T.2546).** Cllr D Jones to report.
 - b. 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:-

Finance Committee	-	18.07.2011
Finance Committee	-	12.09.2011
Highways, Planning & Development Committee	-	19.09.2011
Highways, Planning & Development Committee	-	17.10.2011
General Purposes Committee	-	03.10.2011

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

9. **NOTICE OF MOTION received from the Finance Committee dated 12th September 2011.**

Recommendation to Town Council on a remit for the new Finance Committee.

To approve detailed procedural documentation for all financial procedures.

To consider the delegation of responsibility to committees for their own budgets, and to recommend to Town Council for approval the extent of that responsibility.

To receive recommendations from committees on proposed expenditure for inclusion in draft budgets.

To prepare the draft budget for approval by Town Council.

To monitor all income and expenditure against budget.

To review the Town Council's Financial Regulations on an annual basis for submission to the Annual Town Council meeting for approval.

To carry out an analytical review of payments made throughout the year.

To review year end ear marked and general reserves, and make recommendation to Town Council.

To monitor debtors, and set policy.

To review the Asset Register on an annual basis.

To monitor fixed term deposits.

To consider all small grant applications and make recommendation to Town Council.

To consider all internal audit reports, and recommend any necessary action to Town Council.

To approve the Annual Return submission to the external auditors.

10. NOTICE OF MOTION received from The Laverton Institute Trust Management Committee on 27th October 2011.

- a. The Laverton Institute Trust Management Working Group is now converted into a standing committee of the Council called the “Laverton Committee” and is to hold meetings quarterly, or when there is sufficient or urgent business, and is to comprise of five councillors, plus the Mayor and Deputy Mayor as ex-officio members, plus three non-voting seats for members of the public acting as representatives for users of the building and other parties interested in the success of The Laverton Institute Trust.

Westbury Heritage Society will be invited to appoint one representative and the other two representatives will be appointed by the membership of the Laverton General Interest Group (LGIG).

- b. To appoint members to the two vacant seats on the Laverton Committee.

11. NOTICE OF MOTION received from Cllr G King on 28th October 2011.

Council notes with concern the wealth of evidence provided by The Rural Communities Report, Wiltshire Council, the Citizens Advice Bureau, the Wessex Chambers of Commerce and others concerning the higher than average levels of economic and social isolation and exclusion caused through unemployment, debt and infirmity, that exists in Westbury. Council, therefore, welcomes the establishment of Crosspoint, a voluntary organisation sponsored by Westbury Churches Together, whose purpose is to specifically tackle this isolation and exclusion through the provision of support services via the provision of a welcome/drop in centre. Further, the Council, in recognition of the potential benefits of the welcome/drop in centre, is minded to support its continued development and viability and improving its ability to obtain external grant aid. The Council agrees to enter into a formal funding arrangement with Crosspoint totalling £30,000.00 over three years, to be paid in three separate annual amounts totalling £10,000.00 each year commencing April 2012.

12. NOTICE OF MOTION received from Cllr D Jenkins on 1st November 2011.

This motion notes that:

1. Westbury White Horse is in such a deplorable condition it looks ill and shabby. The horse is a dominant symbol, a major tourist attraction, and a feature for the town and surrounding area with strong historical importance to the community.
2. Due to English Heritage budget constraints they are arguing that there is no value in changing the situation.
3. It is deeply concerning that the horse in its present condition is affecting the image of the town and surrounding area.

4. When the horse was last cleaned English heritage did not find a lasting resilient solution.
 5. Council therefore resolves to write to English Heritage in the strongest terms stating that this is unacceptable and requires a detailed timetable, giving a restorative solution, which is truly long lasting.
13. **TV LICENCE – THE LAVERTON (T.2544).** To approve an annual direct debit payment to the TV Licensing Authority (currently £145.50). (See attached.)
 14. **FINANCE COMMITTEE.** To approve a change in date for the next meeting from Monday, 12th December to Tuesday, 13th December 2011. Clerk to report.
 15. **CLERK’S CORRESPONDENCE/MATTERS** (if any).
 16. **THE LAVERTON INSTITUTE TRUST MANAGEMENT COMMITTEE.**
Cllr R Hawker.
 17. **COMMUNICATIONS BY THE TOWN MAYOR.** To receive such communications as the Town Mayor may wish to lay before the Council.
 18. **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):-

03.10.2011	-	£80,171.45
07.11.2011	-	As presented
 19. **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.**
 20. **EXTERNAL COMMUNITY NOTICEBOARD – THE LAVERTON (T.2552).**
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:
 21. **To resolve to return to open council.**