

26<sup>th</sup> June 2012

**YOU ARE HEREBY SUMMONED to attend a MEETING of WESTBURY TOWN COUNCIL to be held at THE LAVERTON, BRATTON ROAD, WESTBURY on MONDAY, 2<sup>nd</sup> JULY 2012 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 Annual Town Council Meeting held on the 9<sup>th</sup> May 2012; 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 Wiltshire Councillors are requested to give prior notice to Wiltshire 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	-	21.05.2012
Highways, Planning & Development Committee	-	18.06.2012
General Purposes Committee	-	06.06.2012
Finance Committee	-	12.06.2012

- 8. MATTERS ARISING FROM THESE MINUTES (if any). Note: no new decisions can be taken.**
- 9. WESTBURY HOSPITAL SITE.** To consider a request from Mr E Bridges to instruct and fund Pinniger Finch & Co to request information from NHS Wiltshire (see attached).
- 10. NOTICE OF MOTION received from Cllr M Cuthbert-Murray on 16<sup>th</sup> May 2012.**
- a.** That this Council consults the people of Westbury to ascertain their views on reinstating the Market Place War Memorial. Should there be a favourable response to the public consultation, the Clerk to:
- i.** collect all those service peoples' names from the First World War up to the present day of those who have died in combat from Westbury;
  - ii.** obtains three quotes for the construction and installation of a suitable war memorial, and in consultation with Wiltshire Council investigates the best site for the War Memorial.
- b.** That Westbury Town Council offers chairmanship courses to all councillors wishing to become a chairman of any committee or working group. Councillors will be obliged to attend a training course before taking up the role of Chair of the Council.
- 11. NOTICE OF MOTION received from the Car Parks Working Group dated 22<sup>nd</sup> June 2012.**
- Having considered the figures for the last year for town centre car parks, and having received further confirmation that Wiltshire Council will not change its policy and will not offer us any different deal on the management of town centre car parks as set out in their existing policy, we believe we have done our best to try to achieve a better compromise for Westbury town centre, but are frustrated by Wiltshire Council's refusal to change their policy. It is, therefore, recommended that the Town Council take no further action until 2014 when Wiltshire Council will further review its policy.
- 12. NOTICE OF MOTION received from the Management Team on 25<sup>th</sup> June 2012.**
- New Code of Conduct.** Over the last five weeks Wiltshire Council has been consulting on the New Standards Framework Proposals. There is a deadline of 1<sup>st</sup> July 2012 for parish, town and city councils to adopt a code. Westbury Town Council has three options:

1. To adopt the NALC Code of Conduct
2. To adopt the Wiltshire Council's Code of Conduct
3. To adopt their own Code of Conduct

The Clerk attended a meeting in Devizes on Friday 22<sup>nd</sup> June where this was the main item on the agenda and most Town Clerks had recommended their councils go with the Wiltshire Council Draft Code of Conduct (see attached).

The Management Team recommends that Westbury Town Council adopts the Wiltshire Council Draft Code of Conduct to comply with the 1<sup>st</sup> July deadline. Following Wiltshire Council's adoption of the Code of Conduct, Westbury Town Council can review the finished article, and if not satisfied with the final document can reassess the situation.

- 13. BATH LORRY BAN.** This matter has been referred to Town Council for discussion by the Highways, Planning & Development Committee as agreed at their meeting on 18<sup>th</sup> June 2012 (P.3371).

Bath & North East Somerset Council plan to put a weight restriction on Cleveland Bridge in Bath, which means heavy vehicles will be diverted through communities such as Westbury. An appeal has been lodged with the Secretary of State by Somerset Council, Wiltshire Council and the Highways Agency, and a decision is currently awaited. The HP&D Committee has suggested that the Town Council writes in support of the appeal.

- 14. QUEEN'S DIAMOND JUBILEE CELEBRATIONS.** Cllr Mrs S Ezra to report.
- 15. WORKING GROUP VACANCIES.** Following the resignation of Cllrs W Braid from various working groups and as a Town Council representative, to appoint one member to each of the following:

#### **Working Groups**

Car Parks Working Group  
Play Areas Working Group  
Street Furniture Working Group  
Town Centre Viability Group

#### **Other Organisations**

Police Liaison Committee

At the Annual Town Council meeting on the 9<sup>th</sup> May 2012, it was agreed to defer the following vacancies until the two councillor vacancies in the Laverton Ward had been filled:

Laverton Institute Trust Management Committee (one vacancy)  
Leisure Facilities Working Group (one vacancy)  
Play Areas Working Group (one vacancy)

16. **CLERK'S CORRESPONDENCE/MATTERS** (if any).
17. **THE LAVERTON INSTITUTE TRUST MANAGEMENT COMMITTEE.**  
Report deferred to the next Town Council Meeting on 3<sup>rd</sup> September.
18. **COMMUNICATIONS BY THE TOWN MAYOR.** To receive such communications as the Town Mayor may wish to lay before the Council.
19. **TO APPROVE THE ANNUAL RETURN FOR 2011-2012.** (See attached.)
20. **ACCOUNTS:**
- a. **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:-
- |                           |   |              |
|---------------------------|---|--------------|
| May 2012                  | - | As presented |
| 2 <sup>nd</sup> July 2012 | - | As presented |
- b. **Monthly Statement - May** (see attached).
21. **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.**
22. **STAFFING MATTERS (PART II)**