

26th February 2013

YOU ARE HEREBY SUMMONED to attend a MEETING of WESTBURY TOWN COUNCIL to be held at THE LAVERTON, BRATTON ROAD, WESTBURY on MONDAY, 4th MARCH 2013 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. DISPENSATIONS (if any).**
- 3. DECLARATIONS OF INTEREST (if any) AND REASONS.** (Members must be diligent regarding their interests.)
- 4. MINUTES.** To approve as a correct record the Minutes of the Town Council Meetings held on the 7th January 2013 and 14th January 2013; copies of these Minutes have been circulated to each Member and in accordance with Standing Order No. 13(a) may be taken as read.
- 5. MATTERS ARISING FROM THESE MINUTES (if any). Note: no new decisions can be taken.**
Members' matters arising from these previous Minutes.
- 6. POLICE REPORT.**
- 7. 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.

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

General Purposes Committee	-	04.02.2013
Highways, Planning & Development Committee	-	21.01.2013
Highways, Planning & Development Committee	-	18.02.2013

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

10. **NOTICE of MOTION received from Cllr M Cuthbert-Murray dated 21st February 2013.**

To appoint a task and finish group to consult with the public on whether they would like to see a war memorial back in its original place in the Market Place. (See attached.)

Should the above motion be successful, then to appoint a minimum of four members to that group.

11. **VACANCY – THE LAVERTON INSTITUTE TRUST MANAGEMENT WORKING GROUP.** To appoint a member to this working group.

12. **VACANCY – CLLR C POPE.** To note the resignation on 14th January 2013 of Cllr C Pope, who has moved out of the area. As this vacancy has occurred within six months of when all seats will become vacant for the Town Council, an election cannot be called. Furthermore, with the parish elections taking place on the 2nd May 2013, it is not recommended that this Town Council proceeds with the co-option process to fill this vacancy.

13. **INTERNAL AUDIT REPORT 2012/13 (Second Interim).** To accept the report as submitted.

14. **CAPITAL PROJECTS 2012/17.** To approve the updated Capital Projects Programme for 2012/17. (See attached.)

15. **PUBLIC BENCHES.** To confirm the Town Clerk's action in ordering public benches as approved by Highways, Planning & Development Committee on 18th February in the sum of £3986.00 (see attached). This action was taken in order to take advantage of a 10% discount. Funding to be brought forward from the Capital Projects allocation 2013/14 for Street Furniture.

16. **SCHOOL GRANTS 2012/13.** To approve the grant request for £500 from Westbury Infants School to provide picnic benches for use at lunchtime and for outside learning.

17. **CLERK'S CORRESPONDENCE/MATTERS:**

Small Grants 2012/13. To note the following letters of thanks:

Carer Support Wiltshire
Imperial Charity
Relate

Sallywags Mother & Toddler Group
Victim Support
Vitalise
Westbury Area Wellbeing
Westbury Arts, Craft and Chat Group
Westbury & District Link Scheme
Wessex MS Therapy
West Wilts Portage Service
West Wilts Youth Sailing Association
Wiltshire Music Centre

18. THE LAVERTON INSTITUTE TRUST MANAGEMENT WORKING GROUP.

Report by Cllr S Andrew.

19. CCTV WORKING GROUP. Report by the Town Clerk.

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

21. 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:-

7 th January 2013	-	£29,863.31
4 th February 2013	-	£24,502.00
4 th March 2013	-	As submitted

- b. Direct Debit.** To approve the annual payment of the subscription to Action for Market Towns by direct debit (2013/14 - £222.00).

22. 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.

23. NOTICE of MOTION received from the Laverton Institute Trust Management Working Group dated 25th February 2013.

Refurbishment of the Laverton Boiler House room

24. STAFFING MATTERS:

25. SALARIES 2013/14

26. To resolve to return to open council.