

19th December 2014

YOU ARE HEREBY SUMMONED to attend a MEETING of WESTBURY TOWN COUNCIL to be held at THE LAVERTON, BRATTON ROAD, WESTBURY, on MONDAY, 5th JANUARY 2015 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

- 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 Meeting held on the 3rd November 2014, 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 R Hawker, D Jenkins and G King, or to the Clerk for onward transmission.

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

Highways, Planning & Development Committee	-	17.11.2014
Highways, Planning & Development Committee	-	15.12.2014
Policy & Resources Committee	-	01.12.2014
Finance Committee	-	09.12.2014

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

10. NOTICE of MOTION received from the Policy & Resources Committee dated 6th October 2014.

Standing Order 29c – Rescission of Previous Resolution. See existing below:

(c) *“This Standing Order shall not apply to resolutions moved in pursuance of the report or recommendation of a committee.”*

That the wording of Standing Order 29(c) be amended as follows:

Standing Order 29(a) only refers to decisions made by Town Council and does not apply to Working Groups, Task and Finish Groups or Committees, which can revisit any decision prior to submission to Town Council.

11. NOTICE of MOTION received from the Policy & Resources Committee dated 1st December 2014.

Standing Order 41 – Voting in Committees. To amend this standing order with the addition of the words “or other public indication”. To read as follows:

Members of Committees and Working Groups shall vote by a show of hands or other public indication.

12. NOTICE of MOTION received from the Policy & Resources Committee dated 1st December 2014.

Devolution of Services.

Background:

There was concern that the services Westbury received from Wiltshire Council were being increasingly reduced due to budget restraints and a growing feeling that

Wiltshire Council may wish to reduce or remove many in the future as they look to make even more savings. Rather than Westbury see these services wither or be removed completely the Task and Finish group was formed to see what could or should be sent to Delegation of Services for resolution.

The group was also asked to look at what other activities the council may wish to support and provide and whether available resources matched those requirements

Motion:

That the Delegation of Services Working Group enters into discussions with Wiltshire Council on the feasibility of Westbury Town Council taking responsibility for:

- Car Parks (A)
- Public Conveniences (A)
- Parks and Play Areas (B)
- Flower Borders (B)
- Bus Shelters (B)
- Town Warden (C)
- Street Cleaning (B)

(A,B, and C represent priority listing where A is the highest and C the lowest.)

13. NOTICE of MOTION received from the Policy & Resources Committee dated the 1st December 2014.

Annual Report and Newsletter

Background:

The Town Council undertake many tasks and provide many events for the town, but not everyone seems to be aware of what the Council do on their behalf and where all the money is spent.

It was felt that the profile of the town and Council could be increased if a newsletter was issued at a frequency to be agreed and there needs to be a discussion as to what form that newsletter should take.

There should be an Annual Report highlighting and listing all that had been achieved during the year and would also be another means of open and transparent governance. This report is not to be confused with the report given by the Town Clerk at the year end.

The Task and Finish Group were supportive in principle of the Annual Report and Newsletter, but referred it to the Policy & Resources committee for consideration.

Motion:

That Westbury Town Council approves the provision of an Annual Report and Newsletter.

14. NOTICE of MOTION received from the Policy & Resources Committee dated 1st December 2014.

Mayoral Robes

Background:

Westbury Town Council is one of the few councils that has no mayoral robes, and at many functions the mayor is disadvantaged and Westbury shown as the poor relation amongst many, which is disadvantageous considering it is one of the larger and more important town councils in the county. It should be considered as to whether the prestige and standing of the town and its mayor could be enhanced by the provision of such regalia.

Motion:

That Westbury Town Council approves in principle the provision of mayoral robes, and that the Town Clerk submits detailed costs to Town Council for consideration at the next meeting in March.

15. NOTICE of MOTION received from the Finance Committee dated 9th December 2014.

Draft Budget 2015-2016

To adopt the Draft Budget 2015/16 as recommended by the Finance Committee on 9th December 2014, excluding any council tax support grant from Wiltshire Council of £23,357, and as amended to reflect the increase in the Capital Projects budget from £40,000 to £60,000, and confirm the Precept as £394,427.00, representing a 11.64% increase, which equates to a Band "D" equivalent of £87.75. (See attached.)

16. NOTICE of MOTION received from the Finance Committee dated 9th December 2014.

Small Grants 2014/15.

To approve the small grant applications for 2014/15 totalling £10,450. (See attached.)

17. NOTICE of MOTION received from the Highways, Planning & Development Committee on 15th December 2014.

Speed Indicator Devices (SIDS).

Background:

As part of setting the 2014-2015 Budget, Wiltshire Council approved the withdrawal of funding for deployment of SIDS. These have continued to be installed whilst discussions with the police have taken place to explore whether alternative funding could be identified within speed watch funding, but this approach was declined.

Wiltshire Council, through the Area Boards, is asking town and parish councils whether they consider these devices to be desirable and whether they would be prepared to contribute towards their continued use.

The annual cost of deployment is around £75,000, costing approximately £4,200 divided between town/parishes in each area Board per year.

Highways, Planning & Development Committee broadly supports the retention of SIDS, but is unable to recommend contributing towards the costs of maintaining this facility until final details are known.

Motion:

To consider whether to support funding continued deployment of speed indicator devices, subject to receiving details of final costs.

18. CLERK'S CORRESPONDENCE/MATTERS:

The Post Office – Restoration of Service at the Ham Post Office. (See attached.)

19. THE LAVERTON INSTITUTE TRUST MANAGEMENT WORKING GROUP. Report by Cllr D Bradshaw. (See attached.)

20. A350 WORKING GROUP. Report by Cllr M Sutton.

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

22. INTERNAL AUDIT REPORT (INTERIM) 2014-2015. To receive and note the report by Auditing Solutions Ltd. (See attached.)

23. 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:-

1 st December 2014	-	£21,642.17
5 th January 2014	-	As submitted

24. 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.

Staffing Matters:

- 25. To resolve to return to open Council.**