



Westbury Town Council

The Laverton, Bratton Road, Westbury

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28th JULY 2015

Dear Sir/Madam

YOU ARE HEREBY SUMMONED TO ATTEND A MEETING OF THE POLICY & RESOURCES COMMITTEE TO BE HELD AT THE LAVERTON, BRATTON ROAD, WESTBURY, ON MONDAY 3rd AUGUST 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.**
- 3. DECLARATIONS OF INTEREST (if any) AND REASONS.**
- 4. MINUTES.** To confirm and sign the Minutes of the Committee Meeting held on the 1st June 2015. (Previously circulated with Town Council Agenda for 6.7.15).
- 5. MATTERS ARISING (if any) FROM THESE MINUTES. Note: no new decisions can be taken.**

Members Matters Arising.

- 6. 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.
- 7. RECOMMENDATION received from Town Council on 6th July 2015**
Policy & Resources Committee to draft a suitable standing order regarding the signing of committee minutes following the approval of Cllr Tout's motion at the Full Town Council meeting held on 06.07.15.
- 8. RECOMMENDATION received from Cllr Ian Taylor on 15th July 2015**
 1. We do not recommend the appointment of a Westbury Town Council Dog Warden or the provision of an FPN enforcement patrol.
 2. We recommend wide and repeated publication of the ways and means by which residents can report to Wiltshire Council incidents of dog fouling. Further to this, we recommend we arrange for Wiltshire Council to copy to us all reports received from Westbury residents, along with their response, in order to determine whether our publicity is having an effect and whether WCs operatives can respond effectively.
 3. We recommend production and wide publication of a large-scale map of Westbury District showing the location of all 153 dog and litter bins provided and emptied by Wiltshire Council. Further to this we recommend carrying out an examination, repair and maintenance exercise of all bins.
 4. We recommend wide and repeated publication of the provision of the free dog-poop bags from the Heritage Centre.
 5. We recommend the Council reviews effects of 2, 3 and 4 above in six months' time.
- 9. RECOMMENDATION received from Town Council on July 6th 2015**
To review the current policies and protocol regarding dealing with complaints against officers (Code of Conduct & Grievance Procedure attached) and to recommend any changes/amendments to such policies to Town Council.
- 10. CHAIRMAN'S MATTERS FOR REPORT**
- 11. BUDGET BIDS**
- 12. CLERK'S CORRESPONDENCE/MATTERS.**
- 13. WORKING GROUP'S REPORTS/RECOMMENDATIONS:**
 - a. Events Working Group – group not met
 - b. Website Working Group – group not met
 - c. Westbury Tourism Working Group – report attached
 - d. Delegation of Services Working Group – report attached

- e. Great War Commemoration Working Group – report attached
- f. Business Plan Working Group – report attached
- g. Editorial Working Group – report attached

14. TASK & FINISH GROUPS REPORTS/RECOMMENDATIONS:

- a. Dog Warden T&F Group – recommendations received

15. ACCOUNTS:

List of Payments (to be circulated).