

20th OCTOBER 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 26th OCTOBER 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. 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.
- 5. CHAIRMAN'S MATTERS FOR REPORT**
- 6. BUDGET BIDS**
 - a. **Events Working Group** – bid for £5,000 for Christmas in Westbury & £5,000 for maintenance of equipment.

The events working group request the Christmas in Westbury budget be increased by £5,000 from £12,650 to £17,650 to cover the increased cost of printing and delivery of the Event brochure. There has been no increase in these charges over the last few years and as the brochure is now increasing in size, the group feels that the costs next year will increase.

We also request an increase of £5,000 from £14,000 to £19,000 in order to start to replace many of our existing Christmas street lights. Some of these need to be replaced with modern LED bulbs in order to reduce their running costs.

- b. **Westbury Tourism Working Group** – No bid made.
- c. **Delegation of Services Working Group** – Bid for £20,000 as a starting point as the Town Council is currently in the process of obtaining more accurate figures prior to preparation of the annual budget.
- d. **Great War Commemoration Working Group** – Bid previously agreed.
It was previously agreed at Town Council on 3.12.14 (ref T.3194) to make a sum of £2,500 available to the Great War Commemoration Working Group to commemorate specific events of the Great War over the remainder of the four year commemoration period which included 2016/17 and 2017/18.
- e. **Business Plan Working Group** – Bid of £4,500.
Bid of £4,500 to cover the cost of producing an 8 page glossy business plan booklet plus any unknown costs. Costs (approx) for 10,000 copies are:
A4 £1,500 – £2,000
A5 £1,000 - £1,500
- f. **Editorial Working Group** – bid for £4,000.
To increase the annual budget for producing and distributing the quarterly newsletter from £500 to £4,000

7. CLERK'S CORRESPONDENCE/MATTERS.