

**WESTBURY TOWN COUNCIL**

**AT THE MEETING OF THE TOWN COUNCIL HELD AT THE LAVERTON,  
BRATTON ROAD, WESTBURY, ON MONDAY, 16<sup>th</sup> JUNE 2014 at 6.00 PM.**

**PRESENT: Cllrs S Andrews, R Hawker, S Miles, F Morland and WDC Tout  
Mr K Harvey, Town Clerk, and Mrs A McCann**

**In the absence of both The Mayor and Deputy Major Cllr Stephen  
Andrews was elected to Chair the meeting.**

**T.3114 PUBLIC FORM. Nil.**

**T.3115 ACCEPTANCE OF APOLOGIES AND REASONS FOR ABSENCE:**

Cllr D Bradshaw	-	Personal
Cllr I Cunningham	-	Personal
Cllr Mrs S Ezra	-	Personal
Cllr D Jenkins	-	Clash of meetings
Cllr G King	-	Clash of meetings
Cllr Mrs C Mitchell	-	Personal
Cllr M Sutton	-	Personal

**T.3116 DISPENSATIONS. Nil.**

**T.3117 DECLARATIONS OF INTEREST: Nil**

**T.3118 TO APPROVE THE ANNUAL RETURN, ANNUAL GOVERNANCE  
STATEMENT AND STATEMENT OF ACCOUNTS FOR 2013-2014.  
(See attached.)**

**The Annual Return, Annual Governance Statement and Statements of  
Accounts for 2013/14 were approved.**

**T.3119 INTERNAL AUDIT REVIEW REPORT 2013-2014 (Final Update).**

To receive and consider the Internal Audit Report 2013-2014 (Final Update), together with the recommendations made by the Finance Committee on 9<sup>th</sup> June 2014 (see attached). (Copies previously circulated to each Member with the Finance Committee Agenda 09.06.2014.)

**Internal Audit Review Report received and recommendations approved.**

**T. 3120 TOWN CLOCK (High Street).** Following the annual service by Smith of Derby Ltd, a report has been received regarding its cracked dial and damaged cover glasses. A quotation has been submitted by Smith of Derby Ltd to remove the broken parts of the clock for use as templates to manufacture a new clock dial from acrylic and two opal acrylic dial covers at their workshops, and return to site to fit these new parts, set up, check and test. In addition, the cost of providing a hoist to remove and refit will also have to be met by the Town Council. (See attached report.)

It is recommended the following costs be approved:

Smith of Derby Ltd	-	£1,842.00 plus
VAT		
Wheeler's (Westbury) Ltd (Hire of hoist x 2)	-	£250.00 plus VAT

**We agree to the repairs but request the Clerk pursues an insurance claim**

**T. 3121**

**NOTICE of MOTION received from The Laverton Institute Management Working Group dated 11<sup>th</sup> June 2014.**

**Elevation Survey – The Laverton Institute.** In addition to the Carter Jonas fee proposal already approved at the Annual Town Council meeting on 6<sup>th</sup> May 2014, to accept the quotation received from Anthony Brookes Surveys Ltd in the sum of £1,050.00 plus VAT for an elevation survey of The Laverton Hall in connection with the following proposed works affecting the exterior of the property:

- a. An enclosed storage area to the rear of the existing storage space adjacent the new boiler room.
- b. A multi-functional space for an emergency planning centre, meeting rooms and resources/IT centre located in the derelict store building to Snappersnipes elevation.
- c. A standalone storage unit located outside the kitchen door rear entrance to replace the existing corrugated iron shed.

**It was agreed to proceed with the Elevation Survey.**

**6.30 pm**

**Signed on behalf of the meeting  
this seventh day of July 2014**

.....  
**Chairman**