

**WESTBURY TOWN COUNCIL**

**AT THE MEETING OF THE POLICY & RESOURCES COMMITTEE HELD AT  
THE LAVERTON, BRATTON ROAD, WESTBURY ON  
MONDAY 1<sup>st</sup> FEBRUARY 2016 AT 7.00 PM.**

**PRESENT: Cllrs D Bradshaw (acting Chair), I Taylor, R Hawker, G King &  
D Jenkins, Mr K Harvey, Town Clerk, & Mrs J Dyer.**

**Also in attendance: Cllrs F Morland & D Tout**

**R.1525 PUBLIC FORUM**

**Mr P Biggs**

Raised questions on the following items on the agenda:

- Grants
- Devolved Services
- Public Toilets
- Hopper Bus Service
- Fracking

**Cllr I Taylor arrives at 7.15pm**

**R.1526 TO RECEIVE APOLOGIES (if any) AND REASONS FOR ABSENCE.**

Cllr S Andrews	Personal
Cllr M Sutton	Personal
Cllr D Windess	Business

**R.1527 DISPENSATIONS. None**

**R.1528 DECLARATIONS OF INTEREST (if any) AND REASONS.**

Cllr I Taylor	Agenda Item 8	Proposal for Westbury Leigh Parish Council
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**R.1529 MINUTES.** To confirm and sign the Minutes of the Committee Meetings held on the 7<sup>th</sup> December 2015 (previously circulated with Town Council Agenda for 4.1.16).

**AGREED**

**R.1530 MATTERS ARISING (if any) FROM THESE MINUTES. Note: no new decisions can be taken.**

**None**

**R.1531 WILTSHIRE COUNCILLORS' REPORTS.**

Cllr Jenkins  
Will talk on fracking at agenda item 13.

Cllr G King

Wiltshire Council is expected to increase their budget by the 2% allowed to cover the increased cost of adult care.

Ringway Infrastructure Ltd have been awarded the highway and maintenance contact for Wiltshire and it is believed that they will re-introduce the Parish Warden scheme.

Cllr R Hawker

Cllr Hawker has been approached by several parties to take a stand on fracking. His response has been to not comment until more information is known.

**R.1532 RECOMMENDATION received from Town Council on 4<sup>th</sup> January 2016**

Purpose:

To scrutinise grants paid to outside organisations by Westbury Town Council.

Background:

It was agreed at Town Council on 4<sup>th</sup> January 2016 to recommend that the Policy & Resources Committee periodically scrutinise grants of £1000 or more and;

1. That bodies receiving regular grants are asked to supply information about themselves and the purpose for which grants are requested.
2. That bodies receiving grants annually report to the Council their activities in the preceding months.
3. The Council may choose to review recipient's activities in a proportionate and transparent manner and publicly report its findings.
4. Policy & Resources Committee would be asked to select and scrutinise 10 organisations each year who received small grants.

Recommendation:

That the P&R Committee select 10 organisations who received small grants in 2014/15, from the list attached, for further scrutiny.

**AGREED**

It was agreed to set up a working group to scrutinise grants. The Town Clerk will email all councillors to ask for members.

**R.1533 RECOMMENDATION received from Cllr M Sutton on 19<sup>th</sup> January 2016**

**Suggested Secession of Westbury Leigh**

Purpose:

To decide what Town Council policy should be regarding the proposed secession of Westbury Leigh to form a separate Parish Council area.

Background:

It has been proposed by some that it is the intention for the Westbury Leigh area to secede from Westbury Town Council and form a separate administrative area. Should this be successful it will have implications for Westbury which the town council should consider.

The applicants have stated their intent to advertise their wish in the White Horse News and perhaps other publications and it seems only a matter of time before Westbury Town Council is asked for their response so it is desirable that we have one.

As this will result in a loss of income at a time when demand for services is increasing then we need to formulate a constructive response.

Recommendation:

P & R Committee to consider this matter and forward any recommendations to Town Council.

**RECOMMENDATION WITHDRAWN**

**R.1534**

**RECOMMENDATION received from Cllr M Sutton on 19<sup>th</sup> January 2016**

**New Task & Finish Group to review devolved services**

Purpose:

The Delegation of Services Working Group together with the Town Clerk devise and define the functional management structure needed to deliver intended new services effectively

Background:

WTC intends to take upon itself power and responsibility for the delivery of a range of services across the town.

It has already created the role of Town Caretaker and earmarked substantial sums of money to possibly fund services that Wiltshire Councils intends to relinquish.

In addition to acquiring the resources and management capability to deliver the above, the council should develop formal transparent relationships with its residents, Wiltshire Council and other parties, eg Landscape Group, that continue to provide services in the town. At present where these relationships exist they are informal and conducted entirely by the Town Clerk. In future when Town council and in particular certain councillors can be held liable for the delivery and performance of the services described above then that system will not suffice. We need to know and be able to make public exactly what we do and how we do it.

We need formal management and regular reporting of what is being done by whom and we need to provide and instructive and accessible information link with our customers, ie council tax payers and electorate.

Recommendation:

Delegation of Services form a Task & Finish Group to devise the necessary management structure and reporting mechanisms for the services described above and to review Standing Orders to see if they need amending in the light of the new structure.

## **RECOMMENDATION WITHDRAWN**

### **R.1535 RECOMMENDATION received from Cllr G King on 24<sup>th</sup> January 2016 Delegation of Services – Public Conveniences**

#### Purpose

To consider the recommendation received from the Delegation of Services Working Group regarding the future of public conveniences in Westbury.

#### Background

See documentation attached.

#### Recommendation

The Delegation of Services Working Group recommends:

1. That the Policy & Resources Committee to recommend to Town Council to formally accept the transfer of tenure of the Warminster Road and High Street Public Conveniences from Wiltshire Council by seven year lease.
2. That Westbury Town Council will pay for the managing of this facility from the 2016/17 Budget.
3. That Westbury Town Council mandates the Delegation of Services Working Group to agree the terms of the transfer of tenure of the towns PC's from Wiltshire Council via a 7 (seven) year lease.

### **AGREED**

It was agreed that the Policy & Resources Committee would recommend the following to Town Council on March 7<sup>th</sup> 2016:

1. To formally accept the transfer of tenure of the Warminster Road and High Street Public Conveniences from Wiltshire Council by seven year lease.
2. That Westbury Town Council will pay for the managing of this facility from the 2016/17 Budget.
3. That Westbury Town Council mandates the Delegation of Services Working Group to agree the terms of the transfer of tenure of the towns PC's from Wiltshire Council via a 7 (seven) year lease.

### **R.1536 RECOMMENDATION received from Town Clerk on 25<sup>th</sup> January 2016 Consultation – Southwestern Train Franchise**

To discuss and formulate a response on behalf of Westbury Town Council on the impact of the loss of any future high speed rail services to London, consultation for which closes on February 9<sup>th</sup> 2016. Response is in relation to a letter received from Dr A Murrison MP.

### **AGREED**



On the 12<sup>th</sup> Jan 2016 we held our meeting regarding the Christmas Street Event and Light Switch On

The Group felt the day went well in all respects. They have decided to keep the cover for 2016 but maybe reusing some of our previous covers if Heron Press still holds the originals

They are going to continue to hold the Christmas card and Model competitions. The Pool Party will be held again providing that Amy and Phoebe will be more active with arrangements and organising the day. Christmas Party was a little disappointing and it was decided to return to holding the event on a Saturday. The Roller Disco had to be cancelled at the last moment due to lack of support.

Christmas Tree Festival hopefully will start on Friday 2<sup>nd</sup> Dec the Evening before our Street Event and Light Switch On. Please make a note of the date of the 3<sup>rd</sup> Dec 2016.

The first meeting of the summer event will be 26<sup>th</sup> Jan 2016 at 4pm

#### **Westbury Tourism Working Group**

The tourism group has produced a blue plaque trail leaflet which is in final draft. We decided to produce a new town map in a digital format to which the council would own the rights – that way it could be edited and easily reused. This appears to have been successful as the Great War group are planning to re-use it for a leaflet they are producing.

We are planning to look at possible extensions to blue plaque trail.

#### **Delegation of Services Working Group – Recommendations above**

##### **Great War Commemoration Working Group**

Since the last meeting the WW1 working group has been involved in a number of activities.

The group is in the process of preparing a leaflet detailing WW1 sites in Westbury and the local area that will show various locations and buildings that were used by the Army and residents during the war period, like Westbury Railway Station and the swimming baths.

The Group is preparing an event to commemorate the battle of the Somme in July 2016, to be held at the Laverton, details of which will follow in the next report. Also the group had an initial meeting with the Army to exchange ideas as to what (if possible) could be done as a joint event to celebrate the end of the war.

The most significant activity that the group has been involved with in recent months has been a digital film recording which is required as part of the Heritage Lottery Fund, which will act as a record for the WW1 history and heritage of the community.

The recording is called The Everyday Tommy and it's based on the lives and stories of some of those local men who saw action on the front, as told by their relatives who are living today in the area. The production of the recording is by students from Bath University who came to Westbury to visit sites and film and interview the relatives.

The recording will be available during week commencing Feb 8th.

**Business Plan Working Group – Group not met.**

**Editorial Working Group**

The Editorial Working Group has reviewed the newsletter which has gone to the printers with a view to it being the White Horse News at the end of January.

The list below describes the bulk of the content.

Although the financial report will not be perused by everyone it is both necessary and desirable that the electors have access to view the balance sheet should they so wish.

- Mayors Comment
- Finance Report
- Precept
- Town Warden
- Town Crier update
- Blue plaque Events
- Xmas Events
- Working Groups
- Public complaints
- The Laverton
- Forthcoming meetings

**R.1544**

**ACCOUNTS:**

**List of Payments**

**Noted**

**21.01**

**Signed on behalf of the Meeting  
this fourth day of April 2016**

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**Chairman**