



Community & Civic Resources Committee

You are summonsed to attend a meeting of the Community & Civic Resources Committee at the following, place and date.

Date: Tuesday, 30 September 2008

Time: Immediately after the Planning Committee Meeting

Venue: Council Chamber, Town Hall, St John's Street, Devizes

Enquiries: Town Hall - Tel: 01380 722160

Chairman: Councillor Evans
The Town Mayor (Councillor Mrs Burton)

Councillors:	Beinhorn	East	Gagen
	Hopkins	Leighton	Nash
	Mrs Taylor	Mrs Winchcombe	

AGENDA

1. MINUTES

To approve as a correct record and authorise the Chairman to sign the minutes of the Community and Civic Resources Committee Meeting held on 19 August 2008, which have been circulated alongside the agenda.

2. APOLOGIES FOR ABSENCE

3. DISCLOSURE(S) OF INTEREST

To receive any disclosure(s) of interest by a Councillor or an officer in matters to be considered at this meeting, in accordance with provisions of Sections 94 or 117 of the Local Government Act 1972 or the National Code of Local Government Conduct.

4. PUBLIC PARTICIPATION

At the Chairman's discretion, members of the public attending the meeting will be allowed to ask questions, make a statement or address the Council upon a matter of concern to that person which is relevant to the Council. A time limit of 5 minutes per person will be permitted, but this may be extended at the Chairman's discretion and a maximum period of 20 minutes has been allocated by the Council for this item of business

5. REPORT BY INSPECTOR DEAN KNIGHT

Inspector Dean Knight will attend the meeting and give his report and answer questions previously advised.

6. REPORT FOR INFORMATION – SCHEDULE OF ACCOUNTS PAID

A Schedule of Accounts Paid is attached for information (doc 6/1 – doc 6/2).

7. REPORT FOR INFORMATION – APPOINTMENT OF DIRECT SERVICES MANAGER

Following a successful recruitment exercise the post of Direct Service Manager has been appointed to Mrs Carole Berry, effective from the 8th September 2008.

8. REPORT FOR INFORMATION – LIGHTING ON THE GREEN

The work on this project has been slower than officers would have liked as they have been awaiting details of the scheme that Kennet were planning for the road leading to the leisure centre

Now that the details have been received it is clear that the scheme that is being implemented by Kennet would not be appropriate for the Green. Officers have now arranged a site meeting with SEC (Southern Electric Contracting) to draw up a scheme. The details of this scheme will be brought to the next meeting of this committee for agreement prior to installation.

9. REPORT FOR INFORMATION – WAIBLINGEN TWINNING WEEKEND 2009

Confirmation has been received from Waiblingen that the 2009 Twinning Exchange will be held on the weekend of the 19 to 22 June. Representing the Town Council at the twinning weekend will be The Mayor or their representative accompanied by a senior officer. As in previous years the twinning party will probably be travelling by plane.

10. REPORT FOR INFORMATION – NEW CHRISTMAS LIGHT FOR DEVIZES

Following the decision by this committee to accept the Christmas Lights Working Party recommendation and a further meeting of the Christmas Lights Working Party officers have place an order for the following lighting as requested. Diagrams are attached to this agenda for the committee's information.

High Street

Design: Big Bang
Quantity: 2
Location: To replace former festoon displays between Curry's and Barnardos

Market Place

Design: Brise LED
Quantity: 6
Location: On Hanging basket Columns between W H Smith and the Shambles

Little Brittox

Design: LED Giboulee
Quantity: 3
Location: Between the buildings along the length of the street to replace the festoon cable

Corn Exchange

Design: Diamantine
Quantity: 2
Location: On the front of the Corn Exchange to replace the existing Christmas

In addition to the new motifs above, the working party have decided that the lights on 12 Christmas trees from the Market Place up through Long Street will have led white lights

The working party have decided that the other areas of lighting will remain as previous years including the festoon cable in the Market Place with the coloured bulbs.

11. REPORT FOR DECISION – NOMINATIONS FOR MEMBERSHIP OF THE NALC LARGER LOCAL COUNCILS' COMMITTEE

Recommendation

That the committee decide whether it wishes to make a nomination of a council to sit and represent the council on the NALC larger local councils' committee.

Purpose of the Report

That the committee consider the benefits of nominating a member to sit on this committee.

Background

Nominations are being sought for 4 members (community, parish or town councilors) elections will take place at Place Matters conference being held on 21 November, postal elections will take place for a month prior to this meeting. As a larger local council, Devizes Town Council is entitled to make a nomination.

Nominations must be submitted no later than **Thursday 16 October 2008**. Please note that members elected will serve for a two-year period.

The nomination form and terms of reference are attached for information (doc 8/1 and 8/2).

It should be noted that these four places are only available for members without a year still to run from last year's election at the Bournemouth National Conference, or members who will still be on the Committee from being nominated to it from NALC National Council last December. This is clearly because their current tenures will still be running.

Options Considered

The committee can decide whether it wishes to support a nomination.

There may well be benefits to Devizes Town Council in having representation on the national committee in terms of being able to influence and make representations more directly through a nominated member.

Implications & Risks

Financial and Resource Implications

Officers are not aware of any financial or resource implications other than the time commitments of any member elected.

Legal Implications and Legislative Powers

Officers are not aware of any legal implications.

Environmental Implications

Officers are not aware of any environmental implications.

Risk Assessment

There are no obvious risks associated with this decision.

Crime and Disorder

Officers are not aware of any issues the Council should consider under Section 17 of the Crime and Disorder act 1998.

12. REPORT FOR DECISION – CIVIC INVITATION TO TORNIO, FINLAND

Recommendation

That the Committee considers the civic invitation received from our twin town, Tornio in Finland and agrees the proposed dates.

Purpose of the Report

To agree the dates of the civic visit to Tornio, Finland in 2009.

Background

Devizes is twinned with Tornio in Finland and twinning exchanges take place alternately every two years.

In 2007 a delegation from Tornio visited in Devizes and in 2009 it is the turn of Devizes to send a delegation to Tornio.

Tornio has invited the delegation to visit from 25 March 2009 to 31 March 2009. Tornio is very keen that the visit should take place in the springtime for a different experience of their town and country.

The date has been circulated to Twinning Association and to Kennet District Council to consider whether the dates are acceptable.

Officers at Kennet District Council have indicated that they can see no difficulty with the dates even though they coincide with the final days of the authority.

The dates suit well in terms of Devizes Town Council civic calendar by avoiding main meeting dates and major holiday times which will reduce the cost of flights.

The civic delegation from the Town Council comprises the Mayor and Mayoress/Consort and the Town Clerk.

Options Considered

That the committee agree whether the dates proposed in the invitation from Tornio are acceptable to the Town Council.

Implications & Risks

Financial and Resource Implications

The cost of flights will be less expensive outside of the main holiday periods.

Legal Implications and Legislative Powers

Devizes Town Council exercises section 137 of the Local Government Act 1972 in the undertaking of twinning activities.

Environmental Implications

Although other forms of transport may have less of an environmental impact than air travel, it is not practical to travel to this location by any other means with the timeframe.

Risk Assessment

There are no obvious risks associated with this decision.

Crime and Disorder

Officers are not aware of any issues the Council should consider under Section 17 of the Crime and Disorder act 1998.

13. REPORT FOR DECISION - COMMUNITY GRANT APPLICATIONS WORKING PARTY

Recommendation

That a Community Grant Working Party convenes on Tuesday 14 October 2008 at 5.30pm to consider all grant applications received to date and then puts forward a final list of recommendations for consideration at the November meeting of the Community & Civic Resources Committee.

Purpose of the Report

To reconvene the community grant working party.

Background

The Town Council has now received a number of Grant Application forms from members of the community.

Members of the Community & Civic Resources Committee are asked to convene a working party to evaluate and put forward recommendations in respect of the grant applications received to date. It is suggested that working party consists of at least 4 members, ideally at least one member from each party. It is recommended that the working party meet in the Town Hall on Tuesday 14 October at 5.30pm.

Members of the working party are advised that if they have a declared an interest in a particular application they will not be allowed to participate in the discussion for that item.

The full recommendation will then be put forward as an agenda item for the Community & Civic Resources Committee to consider at their meeting on Tuesday 11 November 2008.

Options Considered

The alternative option considered is not to reconvene the working party. This committee would then have to filter, consider and discuss all applications in their entirety during the meeting of the 11 November 2008.

Implications & Risks

Financial and Resource Implications

Officers are not aware of any financial or significant resource issues arising from reconvening the Community Grants working party although the available grant funding must be taken into consideration at the time of making formal recommendations.

Legal Implications and Legislative Powers

Officers are not aware of any legal implications at this stage of considering community grants as the working party can only make recommendations to the parent committee for due consideration and decision making.

Environmental Implications

Officers are not aware of any environmental issues arising from this report.

Risk Assessment

If the working party fails to agree a recommendation for a specific applicant it will become the responsibility of the Community & Civic Resources Working Party to agree a final outcome of that application.

14. REPORT FOR DECISION – DONATION OF NEW DEPUTY MAYOR'S BADGE OF OFFICE

Recommendation

That the Committee agree to accept the donation of a new Deputy Mayor's Badge of Office

Purpose of the Report

To agree to accept the offer of a new Deputy Mayor's Badge of Office.

Background

The current Deputy Mayor, Councillor John Leighton, has offered to donate to the Town Council a new Deputy Mayor's Badge of Office.

The current Badge of Office was donated to the Town Council is now showing signs of wear which, due to its slightly dated design and manufacture, is not easy to refurbish.

Councillor Leighton, with the support of the Civic Administrator, Mrs Elanor Oddy, has explored a number of possible designs that might be acceptable to the Council.

Of these, Councillor Leighton has identified a design, which it is felt reflects the main insignia. He would like to make a donation to the Council to cover the cost of this new badge of office. The Badge of Office would remain in the ownership of the Town Council.

The existing Badge of Office can become part of the displayed insignia and plate to be on view in the new display cabinets which are due to be installed during October 2008.

Options Considered

The Committee needs to agree whether or not to accept the donation of a new Badge of Office in respect of the office of Deputy Mayor.

Implications & Risks

Financial and Resource Implications

Officers are not aware of any financial or resource implications

Legal Implications and Legislative Powers

Officers are not aware of any legal implications. Section 139 of the Local Government Act 1972 provides the power to accept gifts.

Environmental Implications

Officers are not aware of any environmental implications

Risk Assessment

There are no obvious risks associated with this decision

Crime and Disorder

Officers are not aware of any issues the Council should consider under Section 17 of the Crime and Disorder act 1998.

15. REPORT FOR DECISION – YOUTH FORUM/COUNCIL

Recommendation

That the committee advice officers of what, if any, action they wish officers to take to promote youth democracy.

Purpose of the Report

To determine if this council wishes to work with other agencies to get a better understanding of issues affecting local youths.

Background

At the meeting of this committee on the 19 August, a presentation was made by Mr Steve Smith, the Youth Development Co-ordinator for the Devizes area. As a result of that visit the committee requested that an item be brought to a future meeting on holding a youth/council.

In the past this council has agreed that any youth council which serves the young people of Devizes should have the ability to bring matters they feel sufficiently important enough to be brought to the attention of the Town Council and where necessary seek to support.

At the meeting on the 19 August, Mr Smith was advised that the council was willing to work with young people which he welcomed, although he did make the comment that a formal council chamber environment would be a little austere for young people and would not necessarily stimulate them to become fully engaged with the authority. To maximise the benefits of working with you people the council will need to enlist the help of trained persons to do this as currently we do not have the in-house resources to fully develop a youth forum. Circulated alongside this agenda is a paper written by the National Association of Local Councils detailing some of the steps that can be taken when setting up a youth council.

Options Considered

The committee needs to decide if and how they wish to progress this matter.

Implications & Risks

Financial and Resource Implications

Currently there is no specific financial provision made for youth activities, however there is finance available for democratic representation through the grant scheme and through more specific cost centres.

Legal Implications and Legislative Powers

Although there is no specific power relating to the setting up of a youth forum however officers would argue that the function of a youth forum is ancillary to that of the Town Council and is therefore covered under section 111 of the Local Government Act 1972.

Environmental Implications

Officers are not aware of any specific environmental implications associated with this decision.

Risk Assessment

Officers are not aware of any specific risk implications associated with this decision.

Crime and Disorder

Officers are not aware of any issues the Council should consider under Section 17 of the Crime and Disorder Act 1998.

16. QUESTION TIME

Members will be allowed a short period in which to put questions on matters within the remit of this Committee which are not contained in the reports of matters formally considered by the Committee at this meeting.

COMMUNITY & CIVIC RESOURCES COMMITTEE
30 SEPTEMBER 2008

The question may be answered at the meeting or may be referred back to the Committee at a later date. The question may not be the subject of any further details.

TOWN CLERK