



Devizes
Town Council

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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, 13 October 2009

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 Nash
The Town Mayor (Councillor Leighton)

Councillors:	Beinhorn	Mrs Burton	East
	Gagen	Smith	Mrs Taylor
	C S Winchcombe		

AGENDA

1. MINUTES

To approve as a correct record and authorise the Chairman to sign the minutes of the Special Community and Civic Resources Committee Meeting held on 15 September 2009 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 NOBLE

Inspector Andy Noble will give a report and answer members questions.

6. REPORT FOR INFORMATION – FINANCIAL REPORT

The report is a summary of income and expenditure for all cost centres within the accounting system to give an overall financial position for the Council (doc 6/1.)

The accounts show a healthy position for the Town Council, but should Members have any questions officers will be happy to answer them although it may be helpful if they advise officers in advance of the meeting to ensure that a full response can be given.

7. REPORT FOR INFORMATION – SCHEDULE OF ACCOUNTS PAID

A Schedule of Accounts Paid is attached for information (doc 7/1 – doc 7/2).

8. REPORT FOR INFORMATION – INTERNAL AUDITORS REPORT

That the committee notes the report (doc 8/1 attached) and confirm that they are satisfied with officer's actions.

9. REPORT FOR INFORMATION – K & A 200 ANNIVERSARY DESTINATION PANEL

Councillors Mrs Burton and Mrs Sue Evans went to the wharf to meet Susie Mercer from British Waterways, regarding the Kennet and Avon 200th anniversary Destination Panel.

British Waterways are aiming to erect round plaques, on legs, to promote individual parts of the canal. A prominent, but not overbearing, site has been chosen at the start of the path into the car park by the Wharf theatre (subject to planning consent).

British Waterways are also looking at constructing a flowerbed, or such like, and it was suggested that maybe a flowerbed in the shape of a swan, which would signify the canal and the Crammer, could be considered.

Surrounding the plaque will be a band of 8 segments which British Waterways would like sponsored it would cost each sponsor £150 which will last for 5 years. Councillors Mrs Evans and Mrs Burton are seeking relevant sponsors.

10. REPORT FOR DECISION – BLUEZ “N” ZUZ DISCO

Recommendation

That the committee consider continuing free use of the Corn Exchange basement for a community safety partnership project, Bluez “N” Zuz Disco.

Purpose of the Report

To seek committee decision for free use of the Corn Exchange basement.

Background

Officers have been contacted by the neighbourhood policing team to ask if the Council is prepared to continue their free use of the Corn Exchange basement for 2010 for the 12 to 16 year old Bluez “N” Zuz disco.

The events are held once a month, which are usually the last Friday and are staffed by off duty Police officers and members of staff from other organisations.

Since the refurbishment of the Corn Exchange basement officers have had discussions with the organiser to ensure that there is a greater level of supervision.

Options Considered

The committee needs to decide if they wish to waive the room hire charge, valued at £129.00 and fund the event through the community safety grant.

Implications & Risks

Financial and Resource Implications

The value of the booking for 12 months based on the current room tariff will be £1548.00 inc VAT.

Legal Implications and Legislative Powers

Under Section 17 of the Crime and Disorder act 1998 the Council has a power to contribute towards crime prevention measures.

Environmental Implications

Discos have the potential to cause a noise but the design of the basement mitigates this problem. Officers are not aware of any other environmental implications associated with this decision

Risk Assessment

The event will involve a number of young people and the Town Council does not have a policy of ensuring that all staff have a CRB check. Therefore all staff will be informed that they are not to be allowed to be alone with youngsters and any issues need to be dealt with by the organisers.

The event will only run a soft drinks bar and the Police will need to manage the door to ensure that no alcohol is brought into the premises.

Crime and Disorder

Under Section 17 of the Crime and Disorder Act 1998 the Council will have some responsibility for the behaviour of the youngsters, particularly when they are entering and leaving the building and how they interact with other members of the public. Having the Police running the event should be considered as a reasonable precaution against anti social behaviour. The event will only run a soft drinks bar and the Police will need to manage the door to ensure that no alcohol is brought onto the premises.

11. REPORT FOR DECISION - NALC LARGER COUNCILS' CONFERENCE AND EXHIBITION - 2 DECEMBER, 2009

Recommendation

That the committee decides whether to send a representative to attend the NALC Larger Council's Conference and Exhibition to be held on 2 December 2009 at the Royal National Hotel, London, and if so which Councillor will attend. Registration will commence at 10am.

Purpose of the Report

To advise the committee of the date and location of the NALC Larger Council's Conference and Exhibition and to consider the benefits of attendance.

Background

This year's theme is community empowerment and localism, and delegates can learn about practical tools available to them, to help them empower their own communities.

With the Local Democracy, Economic Development and Construction Bill proceeding through Parliament, it is envisaged that larger local councils can benefit from this and other opportunities.

This event will give delegates the chance to learn practically, how to do this.

Speakers at the conference will include:

Senior Local Government Association Representative
Senior Communities and Local Government Representative
John Findlay, National Association of Local Councils

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Ken Cleary, National Association of Local Councils
Krys Zasada, National Association of British Market Authorities
Peter Lacey, National Association of Local Councils

Delegates will have the chance to hear from key speakers in a variety of plenary and workshop sessions:

Delegates will be able to voice their own opinions; share good practice and ask important questions, throughout the day. There will also be – the Larger Local Councils' Committee hustings, topical motions for debate, and networking opportunities.

There is also a large exhibition, with big players from across local government communicating key messages from the same venue.

Options Considered

To consider appointing a Councillor to attend the conference on behalf of the Council. There are funds available in the budget allocated for councillor training.

Implications & Risks

Financial and Resource Implications

Funding is available in the member-training budget; the costs of the conference would be in the region of £195.50 for the conference plus travel expenses.

Legal Implications and Legislative Powers

Officers are not aware of any legal implications. Regulations made under the Local Government Act 2000 provide the power to pay for expenses and subsistence for members attending conferences.

Environmental Implications

Officers are not aware of any environmental implications other than the environmental effects of travelling to the venue.

Risk Assessment

There are no obvious risks attached to 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 – EMERGENCY GRANT APPLICATION – NURSTEED CENTRE

Recommendation

That the committee consider the application from Devizes & District Association for the Disabled based at the Nursteed Centre for an emergency grant application of £1,500.00 (doc 12/1-12/5).

Purpose of the Report

To instruct officers as to their decision on the emergency grant application request.

Background

The Devizes & District Association for the Disabled have stated that they are in financial difficulties and have just released the last of their reserves to cover quarterly expenditure. This has come about as a result of increased utility charges and loss of one of their regular users of their venue. It is their intention to increase letting charges from April 2010.

Options Considered

The committee needs to decide if the grant application should be supported and if so the level of the support from Devizes Town Council.

Implications & Risks

Financial and Resource Implications

The emergency grant if approved would not have been provided for in 2009/10 estimates.

Legal Implications and Legislative Powers

On the whole, community grants are provided under section 137 of the Local Government Act 1972, which permits the council to spend £6.15 per head of electorate on items and services which are of benefit to the community.

Environmental Implications

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

Risk Assessment

Officers are not aware of any 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.

13. REPORT FOR DECISION – POLICE REPORT

Recommendation

That the committee decides if in the future, Police officers who give an update on policing issues in the town or any other general policing issues should be dealt with by this committee or by Full Council.

Purpose of the Report

To determine which committee in future will deal with policing and community safety issues.

Background

In setting up the committees it was determined what delegated powers each would have.

It was agreed that this committee would deal with issues which relates to crime prevention or community safety and therefore all Police related matters including updates from local officers are placed on its agendas.

Officers have been approached by some members who believed that the Police update reports are sufficiently important that the whole Council should have an opportunity to enter into debates.

In practice any committee can refer onto Full Council matters they deem to be sufficiently important that all members should be involved in any decision, although in practice this rarely happens and when it does, they are single matter issues.

Options Considered

The Committee needs to decide if:

- they wish to retain the responsibility for crime prevention and community safety, which will include reports from serving police officers
- they wish to pass the responsibility of crime prevention and community safety, which will include reports from serving police officers, to Full Council.
- they wish to retain the responsibility crime prevention and community safety, but have reports from serving police officers placed on the Full Council agendas. I

If the third option is taken, the committee will need to clearly advised officers where the responsibility for Full Council ends and were issues again come under the responsibility of this committee.

Implications & Risks

Financial and Resource Implications

Officers are not aware of any financial or resource implications associated with this decision.

Legal Implications and Legislative Powers

Under the Local Government and Rating Act 1997, s.31 permits the council to consider various crime prevention matters.

Environmental Implications

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

Risk Assessment

Officers are not aware of any 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.

14. REPORT FOR DECISION – CPRE MEMBERSHIP

Recommendation

The committee needs to decide if the Council should be member of the Campaign to Protect Rural England.

Purpose of the Report

To decide if the Council will join the Campaign to Protect Rural England.

Background

Officers have been approached by the CPRE asking if the Council will rejoin the organisation.

The CPRE is a lobby group with the aim of supporting the countryside and restricting development on Greenfield sites. They also attempt to encourage policies, which improve availability of affordable housing, the use of public transport, which in turn will strengthen rural communities. Attached to this agenda is a copy of the CPRE application form for town and parish councils, which sets out the aims of the CPRE in more detail and the advantages the town council can derive from being a member. The cost of joining is £27.00 per annum.

Options Considered

The Committee needs decided if they wish the Town Council to become a member of the CPRE.

Implications & Risks

Financial and Resource Implications

The cost of membership is £27.00 per annum, which will be funded through the Council's membership and subscription budget.

Legal Implications and Legislative Powers

The issues that the CPRE deal with are supported by a wide number of town council powers.

Environmental Implications

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

Risk Assessment

Officers are not aware of any 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.

15. REPORT FOR DECISION – CCTV FUNDING REQUEST

Recommendation

To further consider a request from the Devizes Development Partnership for capital funding towards a new CCTV camera to be located on The Green, Devizes.

Purpose of the Report

To consider further the request for capital funding following the receipt of further information for the Devizes Development Partnership.

Background

At its meeting on the 21 July, the committee received a request from the Devizes Development Partnership for funding for a new CCTV camera that will cover a large area of the Small Green including the play area.

At that meeting it was resolved that the decision to include funding of £7,500 within estimates for 2010-2011 be deferred until such time as the Devizes Development Partnership advise whether any of the existing cameras can be relocated and whether additional funding is being sought from other organisation, such as Wiltshire Council.

A letter of response has now been received and this has been attached at doc 15/1.

In summary the letter deals with location of the camera in Sidmouth Street and the relocation of the camera on Roses Roundabout and explains that the current position of the cameras is designed to give the maximum coverage of the town centre and traffic movements in the area. The letter goes on to detail organisations to which the partnership has applied for funding.

Options Considered

The committee needs to decide if they now feel if they have sufficient information to make a decision.

The committee may wish to allocate the requested funds from the £15,000 reserve for community safety/enhanced lighting.

Implications & Risks

Financial and Resource Implications

The committee needs to decide if they wish to use existing financial resources or precept new funding in April 2010.

Legal Implications and Legislative Powers

The Local Government and Rating Act 1997 section 31 gives the Council powers to spend on crime prevention measures.

Environmental Implications

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

16. REPORT FOR DECISION – USE OF PHOTOCOPIER

Recommendation

That the committee agrees to a request by the Lions Club of Devizes to use the Town Council's photocopier as part of their sponsored walk.

Purpose of the Report

That the Committee considers a request by the Lions Club of Devizes.

Background

Each year the Lions Club organises a sponsored walk which allows local groups to raise funds for local clubs. As part of the management of the event, the Lions Club photocopies all the sponsorship cards which enables the club to keep tally of funds raised.

This year the club has been unable to use a small portable machine, which they normally have access to, therefore is desperately trying to find an alternative solution. If an alternative machine cannot be found then the council has been asked of it could make its machine available. It is anticipated that approximately 400 cards will need to be copied.

Options Considered

The Committee needs to decide if they will agree to the Lion's request.

Implications & Risks

Financial and Resource Implications

There is small cost implication of 0.42 pence per copy so the overall cost will be approximately £1.68 if they supply their own paper.

Legal Implications and Legislative Powers

Section 137 of the Local Government Act 1972 permits the council to incur expenditure for which it has no power but benefits the community.

Environmental Implications

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

Risk Assessment

Officers are not aware of any 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.

17. REPORT FOR DECISION - COMMUNITY GRANT AWARDS OCTOBER 2009

Recommendation

That the Community & Civic Resources Committee supports the recommendations of the working party as outlined in the list below;

and that any remaining budget for community grants be set aside and used for considering further applications prior to year-end.

Purpose of the Report

To consider giving financial supports through grant funding to benefit local people through local, district or national organisations.

Background

This year 25 applications for funding have been received.

At the Community & Civic Resources Committee held on the 1 September 2009 it was agreed to convene a cross party representational working party to consider all of the forthcoming applications. Members of the working party met on Monday 5 October to consider the grant applications received within this civic year.

The working party recommends that the following organisations should be awarded the amounts of funds listed below:

Applicant	Brief Description of application	Amount of grant recommended
AGE CONCERN	To assist with funding Devizes based activities	£100
ALZHEIMERS SUPPORT	Respite care in West Wiltshire and Kennet	£100
ARTS TOGETHER	To assist with providing 10 professionally facilitated arts sessions	NIL
BATH & DISTRICT CRUSE BEREAVEMENT GROUP	Continuation of service to bereaved people in Devizes	NIL
BATH & DISTRICT SAMARITANS	General running expenses of Bath centre	NIL

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Applicant	Brief Description of application	Amount of grant recommended
BRADBURY MANOR RESPITE	To continue to provide services in the town providing respite care for carers	£100
DEVIZES CANOE CLUB	To purchase equipment for Juniors & safety equipment for the group	£100
DEVIZES & DISTRICT GIRLGUIDING	Activities to help celebrate Guiding Centenary as a district	£100
DEVIZES & DISTRICT LINK	To pay mileage allowance to our volunteers	£300
DEVIZES & DISTRICT TUESDAY HANDICAPPED CLUB	To help towards treats and outings for members	£100
DEVIZES FAIRTRADE GROUP	To provide a banner and advertise Fair and Fashion show in March 2010	NIL
DEVIZES FRIDAY CRAFT CLUB	To assist with the cost of workshops	£100
DEVIZES MUSICAL THEATRE	Costume hire for next show as no storage facilities	£100
ERLESTOKE SOCIAL ENTERPRISE CIC	Fixed Overheads, training equipment & training stock	NIL
FIRST STAGES	Cost of producing November show	£100
LITTLE BEARS PRE-SCHOOL (DEVIZES)	Moving to new building at Nursted School. Outdoor toys, equipment and storage.	NIL
POTTERNE BABY AND TODDLER GROUP	To provide a weekly craft activity, paint and associated materials	NIL
RELATE	Counselling service to children and adult clients. Grant of £500 requested.	NIL
SPLITZ SUPPORT SERVICES	To help towards the cost of volunteers expenses & training. 8% of those assisted during 2008-09 were from Devizes	£100
TEAM DEVIZES - MOONRAKERS ATHLETIC CLUB	To go towards covering fees for coach training, equipment and facilities hire	£100

Applicant	Brief Description of application	Amount of grant recommended
THE CROWN CENTRE, DEVIZES	Maintenance of existing service	£200
VITALISE	To continue to provide breaks to disabled people and their carers	NIL
WAIBLINGEN WAY RESIDENTS' ASSOCIATION AND NEIGHBOURHOOD WATCH	To help provide activities within neighbourhood, coach outings, BBQ's, etc	£100
WEDNESDAY CLUB – NURSTEED CENTRE FOR THE DISABLED	To help the club keep operating and to manage increased bills	£100
WILTSHIRE MUSIC CENTRE	To ensure continuation of our regular community activities	£100

Implications & Risks

Financial and Resource Implications

A budget is set aside each financial year for the purposes of allocating general/community grants. For 2009 – 2010 this was set at £2000. If the recommendations of the working party are agreed the total sum of the grants allocated within this financial year will be £1900 leaving a balance of £100 plus £350 from 2008 – 2009 EMR for late or urgent applications.

Legal Implications and Legislative Powers

The statutory provision (section 137) enables a local council each year to spend up to an amount of £6.15 per local government elected listed in the Register of Electors on anything, which in the Council's opinion is in the interest of all or some of the inhabitants.

Environmental Implications

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

Risk Assessment

Officers are not aware of any risks arising from this report other than the organisations listed above rely on volunteers, grants and contributions to remain solvent and therefore actively involved with the Devizes community.

Crime and Disorder

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

18. REPORT FOR DECISION – REQUEST BY THE DEVIZES DEVELOPMENT PARTNERSHIP TO PROMOTE THE NURSTEED CENTRE

Recommendation

To consider a request from the Devizes Development Partnership to promote the use of the Nursteed Centre.

Purpose of the Report

To decide if it is appropriate for the Town Council to promote the Nursteed Centre as a hireable venue.

Background

The Devizes Development Partnership have contacted officers requesting that an advertisement for the Nursteed Centre be placed in the Messenger.

The Nursteed Centre has been experiencing some difficulty, financially, following the departure of one of its key users. Currently it's primarily used by groups who support disabled and disadvantaged people, however it is also used by some of the town's other clubs. As part of this agenda the Council has been asked to financially support the Centre, but they are also keen to raise funds through increased use.

The building is run as a non-profit making charity and is a vital facility for many people in the town.

Officers have placed this item on the agenda as in promoting this venue, it has the potential of influencing people who may have booked Town Council properties.

In making a decision whether to advertise a non council business in the Messenger, the committee needs to be clear about what criteria it uses so that officers know how to respond when requests of a similar nature are received in future.

Options Considered

The committee needs to decide if it is appropriate to promote a non-council business and if so what criteria it wishes to establish for future similar requests.

Implications & Risks

Financial and Resource Implications

At this time it is unclear what effect this decision will have on Council's venues.

Legal Implications and Legislative Powers

The Local Government act 1972, s144 give the Council the power to promote meeting centres.

Environmental Implications

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

Risk Assessment

Promoting competitive business could impact on the viability of Council run businesses.

Crime and Disorder

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

19. EXEMPT REPORT FOR DECISION

20. 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. 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.