



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, 19 July 2011

Time: Immediately after the Planning Committee Meeting

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

Enquiries: Town Hall - Tel: 01380 722160

The Town Mayor (Councillor Mrs Evans)

Chairman: Councillor Evans

Councillors: Mrs Burton

East

Nash

Parsons

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 Community and Civic Resources Committee Meetings held on 7 and 21 June 2011, 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 PC ADAM HALL

A report will be given by Adam Hall, if you have any specific questions please advise the Town Hall staff in advance of the meeting.

6. REPORT FOR INFORMATION – FINANCIAL REPORT

Attached at doc 6/1 is the Income end Expenditure report for the current financial year up to 30 June.

Should members have specific questions about the current years finances, it is helpful if officers could be made aware of these before the meeting to ensure a full answer 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 – AGENDA ITEMS PROGRESS TABLE

Date	Subject	Requested by	Progress	Date Considered	Completion & Actions
22/6/2010	Cash Rewards	Cllr Callow	Form Sent to Cllr Callow, awaiting return		
21/6/2011	Town Plan	Cllr Mrs Winchcombe	Form sent to Cllr Mrs Winchcombe, awaiting return	C&CR 19/07/2011	

9. REPORT FOR INFORMATION – TORNIO TWINNING VISIT

In September 2011 Devizes will be host to the official delegation from our twin town Tornio in Finland.

The delegation will arrive on Sunday 4 September and will leave on Thursday 8 September. The exact arrival and departure times are not yet known.

The Tornio Twinning Association will undertake hosting and the main organisation of the visit.

The official Town Council Civic Reception will take place on the evening of Monday 5 September. This date has been selected because it coincides with the day that the Finnish Ambassador to London is able to attend. Mr Pekka Huhtaniemi has connections with Tornio and is delighted to be able to join us for this special event.

Formal invitations to the Civic Reception will be sent out in the next few weeks.

10. REPORT FOR DECISION – 2012 EVENTS WORKING PARTY

Recommendation

That the Committee notes the progress of the working party and considers the request to aggregate the budgets.

Purpose of the Report

The notes of the working party are attached for information for note, except to the extent that there is a request for the budgets to be aggregated. (doc 10/1).

Background

The 2012 Events Working Party met on 8 July to give initial consideration as to how best to celebrate the Queen's Diamond Jubilee and the 2012 London Olympics.

Each event has a budget of £2000 allocated from a previous financial year, which is held in earmarked reserves.

It is recognised that this is not a great amount of money to stage significant events, however greater flexibility can be achieved if the budgets were consolidated into one reserve to be used as most appropriately.

Options Considered

The Committee can agree either to aggregate the two budgets or to require them to be held as separate budgets.

Implications & Risks

Financial and Resource Implications

Officers are not aware of any financial or resource implications in the decision to aggregate the budgets.

However, depending on what activities are decided upon there could be considerable resource implications in the delivery of events. This will be the subject of future agenda items as the Working Party develops the project.

Legal Implications and Legislative Powers

Officers are not aware of any legal implications. The Local Government Act 1972 s 145 provides for the provision of entertainments.

Environmental Implications

Officers are not aware of any environmental implications in this decision

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.

11. REPORT FOR DECISION – REQUEST FOR TOWN CENTRE MANAGEMENT FUNDING

Recommendation

To consider a request by the Devizes Development Partnership for funding towards event coordination.

Purpose of the Report

To agree if the request from the Development Partnership meets the aspirations of this committee for expenditure from the Town Centre Management budget.

Background

Officers have received a letter from the Devizes Development Partnership regarding the Town Council's financial contribution to Town Centre Management. Over recent years funding has been given to support the Town Centre Manager and Town Centre Management costs which has enabled the Development Partnership to support Town Centre events. The Development Partnership sees events as key contributors to the local economy and as a significant tourist attraction.

It is Devizes Developments Partnerships believe that it is important for Town Centre events to be co-ordinated and developed. There is a view that the growing number of events, potential scheduling conflicts (as have happened recently) and the additional events that are likely to be held in 2012 support this view. For some time, the Development Partnership have been seeking to secure finance for an Events Manager who would consult with existing event organisers as necessary to co-ordinate events as well as delivering some existing events such as the Christmas Festival. The Development Partnership also believes that this funding would enable them to develop new opportunities.

The Devizes Development Partnership requests that the Town Council allocates some of the 2011/12 to their organisation for Events Management and that there is further provision been made in the 2012/13 budget.

At the time of the request, the Development Partnership has not suggested a sum as they are waiting until the end of July when they will have a clearer understanding of their financial position following the current request for funding CCTV from local businesses.

Options Considered

The Committee needs to decide if, in principle, they wish to support this request and if so what if any conditions that would be put in place. Furthermore the committee may wish to think about any financial limits

Implications & Risks

Financial and Resource Implications

The committee did set money aside monies for this form of request when it set its current budget in October 2010. The budget is currently £20,000.

Legal Implications and Legislative Powers

The Local Government Act 1972, Sec 145 gives the Council the power to provide entertainment.

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.

12. REPORT FOR DECISION – DEPUTY MAYORESS OR CONSORT

Recommendation

That the committee decides if the spouse or partner of the Deputy Mayor should hold a formal position.

Purpose of the Report

To decide if the committee wishes to create a formal civic position for the spouse or partner of the Deputy Mayor.

Background

In the first instance the committee needs to decide if this is an issue that they wish to form a policy on or is a matter for referral to Full Council.

The current Deputy Mayor has offered to commission and purchase a formal badge of office for the Deputy Mayoress, however currently this Council does not have office of Deputy Mayoress/Consort.

It has been custom and practice that in the absence of the Mayoress/Consort at a function the Mayor would be accompanied by one of his or her Chamberlains. Therefore by creating the office of Deputy Mayoress/Consort a clear definition will need to be set to determine the extent of the role.

Should it be the committee's wish to create the office of Deputy Mayoress/Consort it will then need to agree if it wishes to accept Councillors Nash's offer to commission and purchase the badge of office.

Options Considered

The Committee needs to decide;

- if they wish to consider the agenda item or refer it the meeting of the Full Council on the 27 September.

If the wish to consider the item

- do the committee wish to create the office of Deputy Mayoress/Consort

If the committee wishes to create a new office of Deputy Mayoress/Consort

- do the committee wish to define the extent of the role and what the Mayoress' deputising duties will be.

Implications & Risks

Financial and Resource Implications

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

Legal Implications and Legislative Powers

The post of Deputy Mayoress/Consort would have no legal standing and have no Council position or duties associates with it.

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 - DEVIZES TOWN PLAN

Recommendation

That the committee considers the principle of preparing a Devizes Town Plan, and appoints a sub committee or working party to explore this further.

Purpose of the Report

To decide if Devizes Town Council proceeds with preparing a Town Plan to adopt and use for it's forward planning and budget setting processes.

Background

This item has been placed on the agenda at the request of Councillor Mrs Winchcombe. In making this request for the committee to consider preparing a Town Council, she believes as the Council is frequently asked to comment on consultations for strategic plans for the county and community area, and therefore in order to fully represent the town's views a Town Plan, once adopted, could provide relevant information to inform decisions when commenting on those plans, and when prioritising annual budget expenditure for the Council.

Options Considered

The committee needs to decide if they wish to explore the practicalities' of developing a Town Plan.

If it is the wish of members to develop a town plan it would be helpful to determine what parameters that plan should have and what, if any of the existing plans that are currently in place should influence a town council plan.

Implications & Risks

Financial and Resource Implications

Officers at this point have no knowledge what if any financial implications there may be associated with preparing a plan and what resource implication it is likely to take although it has the propensity to be significant.

Legal Implications and Legislative Powers

Section 111 of the Local Government Act 1972 give the Council powers to undertake functions, which are ancillary to its main duties and 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.

14. **EXEMPT REPORT FOR DECISION – RELATING TO A PERSONNEL ISSUE**
15. **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.