

Joint Governance Committee

You are summonsed to attend a meeting of the Joint Governance Committee at the following, place and date.

Date: 28 MARCH 2017

Time: 7.00 pm

Venue: Assembly Room, Town Hall, St John's Street, Devizes

Enquiries: Town Hall - Tel: 01380 722160

Councillors:

Batchelor	Mrs Bridewell	Mrs Burton	Callow
Carter	Collis	Corbett	East
Evans	Mrs Evans	Geddes	Giraud-Saunders
Hopkins	Johnson	Nash	Ody
Parker	Parsons	Mrs Rose	Rowland
Mrs Steel	Stevens	Ms Valentine	Miss Von Berg
Wooldridge			

1. MINUTES

To approve as a correct record and authorise the signing of the minutes for the meeting of 14 March 2017 which have been circulated alongside the agenda.

2. APOLOGIES FOR ABSENCE

Non-attendance at meetings should be notified to the Town Hall offices by no later than 5pm on the day of the meeting. No apologies will be accepted in other circumstances unless the non-attendance was an unavoidable emergency.

3. DISCLOSURE(S) OF INTEREST

To receive any disclosures by a Councillor(s) and/or Officers in matters to be considered at this meeting in accordance with the 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 FOR DECISION - DECISIONS RESERVED FOR AN INDIVIDUAL COUNCIL

If considered necessary, Councillors have the opportunity to call for a vote that a matter notified on this agenda being entirely relevant to only one of the Councils, or is a matter on which an individual council has already made a decision for the matter to be considered by the members of that Council.

A member of the relevant Council can make a proposal and only members of the relevant Council will be able to vote on the proposal with voting will be on a simple majority of those present.

6. FOR DECISION – WILTSHIRE COUNCIL'S NOTICE OF PLANNING APPLICATIONS FOR CONSIDERATION

Details of Planning Applications for Consideration are attached (doc 6/1).

Members wishing to make enquiries about any of the applications listed or inspect plans before the meeting are advised to do so on line at Wiltshire Council.

7. REPORT FOR INFORMATION – WILTSHIRE COUNCIL'S NOTICE OF PLANS GRANTED OR REFUSED

Attached (doc 7/1) a list of plans granted, refused or withdrawn.

8. REPORT FOR INFORMATION – TEMPORARY ROAD CLOSURE – C377 MONDAY MARKET STREET

Wiltshire Council has advised that an Order has been made to temporarily close Monday Market Street from its junctions with A361

New Park Street to its junction with Sidmouth Street for Wessex Water to carry out work for a new connection.

This Order will come into operation on 24 April 2017 and it is anticipated that the closure will be required until 26 April 2017. It is anticipated that the works will take the stated duration to complete depending upon weather conditions. Access will be maintained for residents and businesses, although delays are likely due to the nature of the works. The Order will have a maximum duration of 18 months.

9. REPORT FOR INFORMATION – TEMPORARY ROAD CLOSURES OF A342 (PART) DUNKIRK HILL AND DEVIZES ROAD, DEVIZES AND ROWDE

Wiltshire Council has advised that an Order has been made to temporarily close A342 (Part) Dunkirk Hill and Devizes Road, Devizes and Rowde; from its junction with A361 Bath Road to its junction with C249 Conscience Lane, Rowde.

To enable Wiltshire Council to carry out carriageway reconstruction work, surface dressing and road markings.

This Order will come into operation on 26 April 2017 and it is anticipated that the closure will be required daily between the hours of 07.00 and 18.00 until 5 May 2017. It is anticipated that the works will take the stated duration to complete depending upon weather conditions.

Access will be maintained for residents and businesses, although delays are likely due to the nature of the works. The Order will have a maximum duration of 18 months.

10. REPORT FOR INFORMATION – BUS SHELTER LONDON ROAD

The installation of the replacement bus shelter in London Road is being delayed whilst Aster Housing Association take the time to transfer the land to the Town Council.

Just after Christmas, a valuation of the land in question was carried out with Aster's local valuers and it was agreed that it has "no value". With that element of the process complete, it was hoped that the land would be transferred to the Town Council quite quickly. This has proved not to be the case and officers continue to chase all involved.

11. REPORT FOR INFORMATION – NEWLANDS WOOD

Officers are still waiting for the Merchant Venturers to complete the lease which will give the town access to Newlands and Belvedere woods. Despite constant chasing by officers, the Merchant Venturer's solicitors are being extremely slow at executing this document.

Before the wood is handed over it needs to be cleared of rough sleepers by the Merchant Venturers.

Officers have been working with charities which support the homeless, Wiltshire Council's housing services and the Police to ensure there will be a joined up approach to dealing with the rough sleepers displaced from the wood. Lack of action by the Merchant Venturers is causing some frustration to all parties involved.

12. VISIT BY WILTSHIRE POLICE

It is hoped that Sargent Mark Andrews will attend the meeting, work duties permitting and give an update on policing issues in the town.

13. REPORT FOR DECISION – RATIFICATION OF DECISION WITH REGARD TO STANDING ORDERS, FINANCIAL REGULATIONS AND COMMITTEE STRUCTURES POST ELECTIONS

Recommendation

That the Joint Governance Committee, ratifies the decision of the previous Joint Governance Committee that from 8 May 2017 the new council administration operates under the current Devizes Town Council Standing Orders, Financial Regulations and Committee Structures, subject to necessary amendments to reflect the increase in Council membership, until such time that the new administration wishes to review the arrangements for itself.

Purpose of the Report

To provide the council administration following the elections with Standing Orders, Financial Regulations and committee structures until such time that the new administration wishes to review the arrangements for itself.

Background

It has been recognised that the decision making workload of the Town Council is too great to be effectively dealt with in a single meeting of the Council and, as such Devizes Town Council operates a committee structure that allows business to be constructed effectively and efficiently – it also allows members to develop greater understanding of services, assets and administration of the Council.

In order for the new administration to be effective as soon as possible, the Joint Governance Committee agreed that the new council should follow the existing Standing Orders, Financial Regulations and Committee structures, as amended to reflect new number of councillors and redundant committees, until such time it would wish to review these matters for itself.

This has the benefit of allowing the new administration to operate effectively from the start without the Joint Governance Committee undertaking a significant piece of work which would, rightly, sit with the new administration at its own convenience.

Options Considered

The Joint Governance Committee can agree to adopt the proposed Standing Orders, Financial Regulations and Committee Structures (doc 13/1 refers) or to amend them accordingly.

Implications & Risks

Financial and Resource Implications

There are no obvious financial or resource implications associated with this decision.

Legal Implications and Legislative Powers

The Council will be considering this matter under its General Power of Competence.

Environmental Implications

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

Risk Assessment

If no structure, Standing Orders or Financial Regulations are adopted on behalf of the new administration, there is the risk that the Council will not be able to operate effectively and efficiently from day 1.

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 INFORMATION – SCHEDULE OF ACCOUNTS PAID, DEVIZES TOWN COUNCIL

A Schedule of Accounts Paid for Devizes Town Council is attached for information (doc 14/1 – doc 14/2).

15. REPORT FOR INFORMATION – SCHEDULE OF ACCOUNTS PAID, ROUNDWAY PARISH COUNCIL

A Schedule of Accounts Paid is attached for Roundway Parish Council information (doc 15/1).

16. NARRATIVE INCOME & EXPENDITURE ACCOUNT & KEY PERFORMANCE INDICATORS 2016/2017

FEBRUARY 2017 THEREFORE 92%

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Members have requested that any variances – or + 10% from the above figure require a narrative by officers.

INCOME

1. 8 Commercial Properties are invoiced quarterly in December which do not show in the year to date figures, but do show in the forecast. The committee will be aware that during the course of the current year tenants have received some support for the Council and for a period there was an empty property.
2. The shortfall in actual Town Hall and Corn Exchange income figures compared to budget have recently been reported to members. A decision to implement specific marketing advice was resolved at the forward planning meeting.
3. Café income continues to be stronger than budgeted.
4. Public convenience income projected to be in excess of £8000 in the 2016/17 financial year. No budget provision.
5. Full value of JBC Admin recharge received.

EXPENDITURE

6. A specific provision will be required to cover the second tranche of general grants applications in March 2017.
 7. Café salary costs projected at £36,318 for the financial year against a budget of £23,000.
 8. Savings in a number of cost centres against budget in Community Spaces Central Support.
 9. Expenditure on Public conveniences projected to be £75,571 in the current financial year. No specific budget provision. It has Wessex Water 9 months to transfer the water contracts from Wiltshire Council to Devizes Town Council.
 10. Town Centre management spend currently at 16% year to date.
 11. Superloo barriers cost £3,426 not provided in 2016/17 estimates.
- 17. REPORT FOR INFORMATION – TEMPORARY ROAD CLOSURE – DEVIZES LIONS CLUB MAY FAIR**

Wiltshire Council have advised that an Order has been made for Monday 1st May 2017 between 09:00 and 16:30 for the Devizes Lions Club May Fair, this committee raised no objections to the application.

18. REPORT FOR INFORMATION – GREEN LANE PLAY AREA IMPROVEMENTS

At a meeting of the Recreation and Properties Committee earlier in the year, it was agreed to employ an architect to work with officers to progress the project, as a grant application cannot be made until planning consent is gained for the changing room element.

Officers sought prices from a number of architectural practices and it was decided to appoint Barclay Phillips, who are a Salisbury based firm and who are already working on other Football Association funded projects.

The next stage is for the architect to meet with stakeholders to agree the requirements of the building before design work commences. It has been agreed with the FA that there will be a stepped approach to the improvements at Green Lane, therefore careful consideration will need to be given to the layout of the changing rooms to ensure they can be adapted to meet future needs and enhancements if required.

19. REPORT FOR DECISION – TEMPORARY ROAD CLOSURE DEVIZES HALF MARATHON

An application has been received from LPS Events for a temporary road closure for Devizes Half Marathon on Sunday 9th May the event starts at 9.30am. Road closure from 8am to set up and ensure Church Walk is clear. Access restricted from 9am, road to be reopened by 1pm.

Church Walk, Devizes between Brickley Lane, Nursteed Road. Access to property from Brickley Lane to The Wyvern Club throughout duration of the event. Access to property on Church Walk will be restricted for 30 minutes before the start of the event, to 15 minutes of the event. Nursteed Road traffic will be affected by an initial stop in traffic and then a rolling closure until Monument Hill, marked with a lead and sweep vehicle, supporting motorcycle and static marshals. Bradsons Traffic Company will be in place to stop the traffic (doc 19/1).

The committee are asked to consider the report and decide if it wishes to raise any objections to the applications and if so what those objections would be.

20. REPORT FOR DECISION – PROVISION OF LAND TO DOCA TO SITE STORAGE CONTAINERS

Recommendation

That the committee considers a request from DOCA to locate two 20ft shipping containers in the Windsor Drive carpark for an initial period of three years, with the option to extend in the future.

Purpose of the Report

To decide if land is to be made available to DOCA to locate 2 shipping containers for storage.

Background

A request has been made by DOCA setting out their need for year-round storage of its equipment, materials and lanterns. Until recently, DOCA has had access to storage space at an unused industrial unit, however the building owner has now identified a tenant and consequently DOCA was given notice to vacate.

Temporary storage has been given by Wiltshire Museum although this is only a short term emergency solution. Additionally, a limited amount of storage for higher value items that require a warm and dry environment is currently being negotiated with Age UK.

There remains a need to find a long term storage solution for items such as lantern making equipment, signage and general storage as well as a place for larger lanterns. DOCA is considering the purchase of two x 20ft shipping containers to solve its storage issues, but needs to find a location to place them before such a commitment can be made.

The allotment building at Windsor Drive is utilised in October/November for lantern making workshops and for the repair and construction of larger lanterns for the Christmas Festival. DOCA has asked if it would be possible to position these containers next to the allotment building as this would be a perfect solution for them. Currently the allotment building is temporarily housing lanterns and lantern material.

DOCA have confirmed that they would remain wholly responsible for the contents of the containers, and for the containers themselves. There will not be any liability placed upon Devizes Town Council.

Options Considered

The committee needs to decide if they agree to the request.

Implications and Risks

Financial and Resource Implications

Officers are unaware of any financial or resource implication for the Council associated with this decision

Legal Implications and Legislative Powers

The Council will be considering this matter under its General Power of Competence.

Environmental Implications

Officers are unaware of any environmental implication for the Council associated with this decision.

Risk Assessment

Officers are unaware of any risk implication for the Council 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.

21. REPORT FOR DECISION – FREE USE OF CAR PARKING SPACES FOR VARIOUS COMMUNITY ACTIVITIES

Recommendation

That the committee considers various requests for the free use of off street parking for activities taking place this summer and Christmas.

Purpose of the Report

To decide if the Council wishes to support the Devizes to Westminster Canoe Race, Devizes Lions Club and Devizes Outdoor Celebratory Arts Organisation by allowing parking spaces to be used free of charge.

Background

A request has been received from three event organisers who wish to use off street parking for annual activities.

- Devizes to Westminster Canoe - Event Parking for competitors
- Lions Club of Devizes - Annual May Fair
- DOCA – Various Carnival and Christmas Events

The spreadsheet below shows the extent of the new requests highlighted in Green with the agreed requests highlighted in red. The allocation of spaces for 2017/18 is 1686 and should the committee agree the requests then the balance of the allocation being 1151.

The allocation is only used if the request is for a time when charges would normally apply. Evenings, Sundays and Bank holiday are not counted.

In addition to the requests received to date, officers are expecting a request from the organisers of the beer festival who last year asked for 144 spaces.

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	Car Park		Date required	Event	Spaces required	Remaining Entitlement	Approving Officer
Opening Allocation 0104/201X						1686	
Devizes Food Festival	Devizes Market Place	All Spaces	13/05/2017	Market	71	1615	
Wiltshire Wildlife Trust	Devizes Market Place	All Spaces	23/09/2017	Country comes to Town	71	1544	
Twining Coches	Station Road Coach Pk	Count Sat Only	24/06 /17to 25/06/17	Twining Weekend	3	1541	
Devizes To Westminster	Wharf	All Day	14 April Good Friday	Canoe Race	0	1541	
Devizes To Westminster	Couch Lane	All Day	14 April Good Friday	Canoe Race	0	1541	
Devizes To Westminster	Wharf	7am to 3pm	14 April Good Friday	Canoe Race	102	1439	
Devizes To Westminster	Couch Lane	7am to 3pm	14 April Good Friday	Canoe Race	10	1429	
Lions Club	Devizes Market Place	Evening Only	30/04/2017	part May Fair Set Up	0	1429	
Lions Club	Devizes Market Place	All Day	1 May Bank Hoilday	May Fair	0	1429	
DOCA	Devizes Market Place	From 4pm	27/08/2017	To avoid over night parking	0	1429	
DOCA	Devizes Market Place	All Day	28 Aug Bank Holiday	Street Festival	0	1429	
DOCA	Devizes Market Place	All Day	29/08/2017	Part Carnival Fairground	38	1391	
DOCA	Devizes Market Place	All Day	30/08/2017	Part Carnival Fairground	38	1353	
DOCA	Devizes Market Place	Evening Only	30/08/2017	Confetri Battle	0	1353	
DOCA	Northgate Street	Evening Only	30/08/2017	Fireworks	0	1353	
DOCA	Devizes Market Place	All Day	31/08/2017	Part Carnival Fairground	24	1329	
DOCA	Devizes Market Place	Evening Only	31/08/2017	Arrival of full Fairground	0	1329	
DOCA	Couch Lane	Afternoon & Eve	01/09/2017	Carnival on the Canal	10	1319	
DOCA	Devizes Market Place	All Day	01/09/2017	Carnival Fairground	71	1248	
DOCA	Devizes Market Place	All Day	02/09/2017	Carnival Fairground	71	1177	
DOCA	Devizes Market Place	Evening Only	23/11/2016	To avoid overnight parking	0	1177	
DOCA	Northgate Street	Evening Only	24/11/2017	Christmas Fire Works	0	1177	
DOCA	Devizes Market Place	All Day	24/11/2017	Christmans Market and Parade	71	1106	
Balance						1106	
Town Allocation							
Devizes		1686		Already Granted			
Balance		1106		New Request			
Number of Spaces Granted		580					
Allocation by Organisation							
Devizes Food Festival		71					
Wiltshire Wildlife Trust		71					
Twining		3					
Devizes To Westminster		112					
Lions Club		0					
DOCA		323					
Number of Spaces Granted		580					

Options Considered

The committee needs to decide if it agrees requests for the free use of Off-Street parking bays.

Implications and Risks

Financial and Resource Implications

Officers are unaware of any financial or resource implication for the Council associated with this decision

Legal Implications and Legislative Powers

The Council will be considering this matter under its General Power of Competence

Environmental Implications

Officers are unaware of any environmental implication for the Council associated with this decision.

Risk Assessment

Officers are unaware of any risk implication for the Council 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.

22. REPORT FOR DECISION – ANNUAL VENUE FREE USE AND GRANT REQUESTS

Recommendation

To agree the requests for of annual free use of Council Venues and Annual Grants for 2017/18, which have been included within the estimates for the year.

Purpose of the Report

To consider annual venue free use and grant requests.

Background

Each year the councils makes provision within its estimates to support various local organisations through either free use of its venues or an annual grant. In recent year it has been agreed that whilst a grant provision should be made during the budget setting process, they would not be distributed until an application has been received and the Council are satisfied that the recipient organisation is still in needs of it.

Officers have advised regular grant recipients about this new procedure and the following grant applications have been received.

Annual Grant	Value last year	Amount in the 2017/18 Budget
Wiltshire Museum	£3,000	£3,000
Devizes Festival Free Use of the Buildings	£6,000	6,500
DOCA. + Three year Management Grant	£5,000 + £10,000	£5,000+£10,000
Devizes Food Festival	Free use for one event at a value of £65.00	The total budget for all free use is £4,500
Devizes Area Tourism Partnership	Some years ago the council provided £5000	There is a £20,000 town management budget

Attached to this agenda are the individual applications. The committee are asked to consider each of the applications and agree if they are happy to provide annual support for 2017/18.

Options Considered

That the committee considers each of the applications and decides if it wishes support the organisations listed with either free use of the venues or a grant in 2017/18.

Implications and Risks

Financial and Resource Implications

The financial or resource implication for the Council associated with this decision are set out in this report and an element of budget provision has been made.

Legal Implications and Legislative Powers

The Council will be considering this matter under its General Power of Competence

Environmental Implications

Officers are unaware of any environmental implication for the Council associated with this decision.

Risk Assessment

Officers are unaware of any risk implication for the Council 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.

23. REPORT FOR DECISION – ELECTIONS 2017

Recommendation

To note arrangements for the forthcoming election time table and the guidance provided by The Code of Recommended Practice on Local Authority Publicity (England).

Purpose of the Report

To ensure that the Council is aware of the election arrangements and the restrictions recommended in respect of publicity.

Background

The elections will take place on Thursday 4 May 2017 and the notice of elections was published by Wiltshire Council on the 15 March 2017.

Political Purdah

The publication of the notice of elections triggers the commencement of what is commonly known as “political purdah”. During the period between the notice of an election and the election itself, local authorities should not publish any publicity on controversial issues or report views of proposals in such a way that identifies them with any individual members or groups of members.

The committee will note that the restrictions are in respect of the local authority and not the members themselves.

Members are free to promote themselves as individuals but should not purport to be acting as a councillor. It is a fine line which in effect usually means that local authorities tend to limit business until the elections have taken place but it is not the case that councils should “shut down” for this period.

A number of members have asked advice of officers.

If a councillor is acting in a personal capacity there is no difficulty in seeking publicity for a cause or organisation in which they are involved. However, it would not be appropriate for the council to produce or promote publicity material to cover such an event. Local authorities should not issue any publicity which seeks to influence voters.

Election Arrangements

The detailed election arrangements and documents can be found on the Wiltshire Council website - <http://www.wiltshire.gov.uk/elections>

However, a point to note is that all nomination forms must be hand delivered to a Wiltshire Council office.

Options Considered

That the Committee note the report.

Implications & Risks

Financial and Resource Implications

There are no financial or resource implications associated with this decision

Legal Implications and Legislative Powers

The Council is taking note of its responsibilities as laid out in the Code of Recommended Practice,

Environmental Implications

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

Risk Assessment

The Council needs ensure that it is acting responsibly in accordance with the Code of Recommended Practice.

Crime and Disorder

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

24. REPORT FOR DECISION – DEVIZES WAYFINDING SCHEME

Recommendation

To consider the details proposals new Wayfinding Scheme for Devizes and decide if the Town Council has any comments to make.

Purpose of the Report

To review and have an opportunity to comments on the details of the proposed new Wayfinding Scheme for Devizes.

Background

Following the presentation to Devizes Town Council on the 31st January about the Wayfinding project being undertaken by Wiltshire Council on behalf of the air quality group working group Wiltshire Council are looking to build upon the existing strategy and Devizes Sign Placement Study by proceeding to the detailed design phase and implementation. This will involve the installation of four wayfinding totems.

Circulated alongside the agenda is the Sign Placement Checklist, showing the proposed locations. Two of the locations will require the removal of an existing fingerpost (which would be returned to the town council) set out in the see summary below. The town council have been asked if they have any major concerns with this. There will be directional signing incorporated into each totem, along with a map base with assets highlighted, essentially replacing the fingerpost.

Totem ref	Location	Notes
Dev_031	To the front of Devizes Corn Exchange.	Preferred location. Alternative location is on opposite side of Station Road, towards the bus shelter, outside Winkworths.
Dev_028	Located on the bus island at the Snuff Street / The Market Place junction.	Existing fingerpost to be removed prior to installation (no room for both).
Dev_036	Located on the footway between The Brittox and Little Brittox.	Existing fingerpost to be removed prior to installation (both not required, however fingerpost could be retained if deemed essential).
Dev_019	Located at the junction between Sidmouth Street and Monday Market Street.	

The list of destinations are set out below which are intended to be used as part of the signing schedule (taken from page 4 of the Devizes Sign Placement Study from May 2015 – Walking Asset Strategy). There are a couple of amendments based on the closure of Snuff Street office to the new Community Hub based in the Library, opening in May/June this year.

The list of destinations to be used in the signing schedule are places that would require signage, however not all destinations will be on each sign. Each asset will have a catchment area and any sign location within that area would feature that destination. At this stage Wiltshire Council are just trying to identify key assets that would require signage, not necessarily what would feature on each totem.

Cemetery
Devizes Community Hospital
Devizes Leisure Centre
Devizes School
Devizes Town Hall
Kennet & Avon Canal
Library - to be replaced with either 'Devizes Community Hub (Library)' or 'Devizes Community Hub & Library'
Market Place
Police Station
Shambles Market
The Crammer
The Green
Town Centre
Wadworth Brewery & Visitor Centre
Wharf Theatre
Wiltshire College
Wiltshire Council Office (to be removed – will be part of the Community Hub)
Wiltshire Museum

Options Considered

The Committee needs to decide if there is anything of significance missing from the scheme or referred to incorrectly.

Implications and Risks

Financial and Resource Implications

Officers are unaware of any financial or resource implication for the Council associated with this decision

Legal Implications and Legislative Powers

The Council will be considering this matter under its General Power of Competence

Environmental Implications

Officers are unaware of any environmental implication for the Council associated with this decision.

Risk Assessment

Officers are unaware of any risk implication for the Council 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.

25. REPORT FOR DECISION – TOWN HALL HEATING

Recommendation

That the committee agrees the purchase of a new boiler and repairs to the heating system in 2017/18, a year earlier than planned, which is to be funded from the initial project budget provision and an underspend on maintenance cost in the current year, with the balance being deferred until 2018/19 through a temporary virement from the Stone Work Repair Earmarked Reserve.

Purpose of the Report

To consider if the committee is to agree the purchase of the new heating system and boiler a year earlier than planned, funded from the agreed budget provision and an underspend on maintenance costs in the current year, with the balance being deferred until 2018/19 through a temporary virement from the Stone Work Repair Earmarked Reserve.

Background

The Town Hall heating system and boiler is twenty years old. The boiler has been working intermittently over the past three years and servicing and ongoing repairs are costly and frequent. This has been brought to members' attention during the 2016/17 budget process and it was agreed the costed replacement would be funded over two years.

Quotations for the boiler were sought from three local companies and an amount of £10,000 was provided for in the 2017/18 budget with an additional provision of £10,000 in the 2018/19 estimates. These draft estimates were unanimously agreed at Full Council in December 2016 (minute 425).

Officers hoped at the time that the boiler would last for a further twelve months before being replaced. However, the frequency of the repairs, and the cost of running additional heating sources, has necessitated the project being brought forward. Furthermore, during the past month, it has been difficult to reboot the system once it has failed and this is impacting on the hirers who use the Town Hall, with wedding parties particularly unhappy about the lack of ambient heat in the building.

The three local companies that have surveyed the system have agreed that the boiler, even when working, is inefficient, which is also impacting on running costs.

Options Considered

That the committee agrees

- the purchase of a new boiler and repairs to the heating system in 2017/18, a year earlier than planned
- fund the purchase of the boiler from the initial project budget provision and an underspend on maintenance cost in the current year
- the balance being deferred until 2018/19 through a temporary virement from the Stone Work Repair Earmarked Reserve.

Implications & Risks

Financial and Resource Implications

£10,000 has been provided for this project in the 2017/18 budget. £5,000 will be taken from 2016/17 unspent maintenance budgets. The remaining £5,000 will be temporary vired and this will need to be replaced in the 2018/19 budget.

Legal Implications and Legislative Powers

The Council will be considering this matter under its General Power of Competence.

Environmental Implications

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

Risk Assessment

If the committee does not agree work to refurbish the lift, revenue could be lost as it will be difficult to use the upper floors and basement.

Crime and Disorder

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

26. **REPORT FOR DECISION – ROAD TRAFFIC REGULATION ACT 1984 TRAFFIC MANAGEMENT ACT 2004 – THE COUNTY OF WILTSHIRE (DEVIZES) (PROHIBITION AND RESTRICTION OF WAITING, TAXI RANK CLEARWAYS AND ON STREET PARKING) CONSOLIDATION ORDER 2017**

Recommendation

For the committee to decide whether it agrees to the proposed Order which is being put forward by Wiltshire Council.

Purpose of the Report

For the committee to consider the proposed Order as set out in the attached document (26/1).

Background

For many years requests for no waiting at any time orders and residents parking schemes have been made to Devizes Town Council and many including the proposals for Victoria Road have received support.

Options Considered

For the committee to decide if it wishes to support any or all of the following proposals;

- a) To introduce a new zone to the Consolidation Order which will be known as Zone A
- b) To remove **No Waiting at any time** with no changes to be made on the ground on the following length of road: **St James Gardens** – both sides – from a point 5 metres south of its junction with Victoria Road to a point 8 metres south of that junction
- c) To introduce **No Waiting at any time** on the following lengths of road: **Victoria Road** – north side – from a point in line with the eastern boundary wall of property No.43 Victoria Road to a point 12 metres west of the junction of Victoria Road and St James Gardens
Victoria Road – south side – from a point 3 metres west of a point in line with the western property wall of property No.66 Victoria Road to a point 12 metres west of the junction of Victoria Road and St James Gardens
- d) To introduce **Resident Parking Monday to Saturday 8am – 6pm Zone A permit holders only** on the following lengths of road: **Victoria Road** – north side – from a point 6 metres east of its junction with New Park Road to a point in line with the eastern boundary wall of property No.43 Victoria Road
Victoria Road – south side – from a point 13 metres east of its junction with New Park Road to a point 5 metres west of a point in line with the boundary between property Nos.24 and 26 Victoria Road

Victoria Road – south side – from a point 2 metres east of a point in line with the boundary between property Nos. 24 and 26 Victoria Road to a point 5 metres east

Financial and Resource Implications

Officers are unaware of any financial or resource implication for the Council associated with this decision

Legal Implications and Legislative Powers

The Council will be considering this matter under its General Power of Competence

Environmental Implications

Officers are unaware of any environmental implication for the Council associated with this decision.

Risk Assessment

Officers are unaware of any risk implication for the Council 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.

27. EXEMPT REPORT FOR DECISION – RELATING TO COMMERCIAL PROPERTIES

28. QUESTIONS UNDER STANDING ORDER NUMBER 13

A short time is allowed at the discretion of the Town Mayor for councillors to ask questions on matters which are not on the current agenda but which are related to matters which have been previously discussed on an agenda relevant to the committee.

At least 24 hours' notice must be given to officers of the intended question. All other matters should be raised on an agenda and the request should be submitted through the Town Clerk.

TOWN CLERK