



Devizes Town Council

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Governance Committee

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

Date: 25 APRIL 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 11 April 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. FOR DECISION – WILTSHIRE COUNCIL'S NOTICE OF PLANNING APPLICATIONS FOR CONSIDERATION

Details of Planning Applications for Consideration are attached (doc 5/1).

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.

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

Attached (doc 6/1) a list of plans granted, refused or withdrawn.

7. REPORT FOR INFORMATION - TEMPORARY CLOSURE OF: C8 (PART) HORTON, BISHOPS CANNINGS (24/04/2017 FOR THREE DAYS)

Wiltshire Council has made an Order to close temporarily to all traffic: C8 (Part) Horton, Bishops Cannings; from a point approximately 200m west of its junction with Pig Lane to a point approximately 200m east of the Kennet and Avon Canal.

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

8. REPORT FOR INFORMATION – DEVIZES DEVELOPMENT PARTNERSHIP ACTIVITY UPDATE

At a recent meeting of the Devizes Development Partnership the following issues were discussed

CCTV

Five new business have been signed up to support the town's CCTV system. The level of funding from supporting businesses and groups is now £2855 per annum. There is still no funding from the Supermarkets

It is hoped to persuade those business who used to support the system to do so again.

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The new Brittox camera is installed and working very well producing excellent quality images.

There is currently “directed surveillance” towards a number of locations in the town. The CCTV manager is working with the police.

Financing

Financial year 2016/17 to date is showing a small operating surplus of £756 for the CCTV system. The money spent on renewals and repairs resulted in an overall deficit of £4,770 for the system.

The projected cash flow statement for 2017/18 shows a similar picture with the operation of the system breaking even. There is however at this time, no funding for renewals and replacement.

Sufficient financial reserves are still being held to meet the DDP’s financial obligations.

It was agreed that the five year break clause would not be exercised on the Crown Centre lease, which is where the system is managed from. In making this decision it was recognised that the DDP was entering into a period of financial risk, should the Town Council withdraw its partnership funding. This risk will reduce as the lease progresses.

Other Projects

Funding is currently available from the RGF for projects that promote tourism and business growth. The value of the fund is £3.9m and is being administered by the Local Enterprise Partnership.

Funding initiatives such as the RGF may sometimes overarch several thematic group and it was considered that one function the DDP could undertake would be to facilitate greater sharing of information between groups.

9. REPORT FOR INFORMATION – NARRATIVE INCOME & EXPENDITURE & KEY PREFORMANCE INDICATORS 2016/17

FULL YEAR

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

INCOME

1. The committee will be aware that during the course of the current year tenants have received some support from the Council and for a significant 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 actual income was £8,121 in the 2016/17 financial year. No budget provision.
5. Full value of JBC Admin recharge received.

EXPENDITURE

6. Mayoral allowance 48.5% expended in current financial year. An additional amount will impact on the 2017/18 financial results.
7. Significant savings achieved on Messenger production and deliveries.
8. Low uptake with regard to General Grants resulted in savings against budget.
9. Lower than projected costs over a number of cost centres resulted in savings against overall budget.
10. Final Café salary costs were £34,673 for the financial year against a budget of £23,000.
11. Savings in a number of cost centres against budget in Community Spaces Central Support.
12. Expenditure on Public conveniences was £73,603 in the current financial year. No specific budget provision.
13. Area Board grant in respect of Christmas Lighting bringing down actual spend during 2016/17.
14. Town Centre management spend was 17% of budget for the financial year.

10. REPORT FOR DECISION – LITTER BIN MAUD CLOSE

Recommendation

That the committee considers if it wishes to place an additional litter bin in Maud Close.

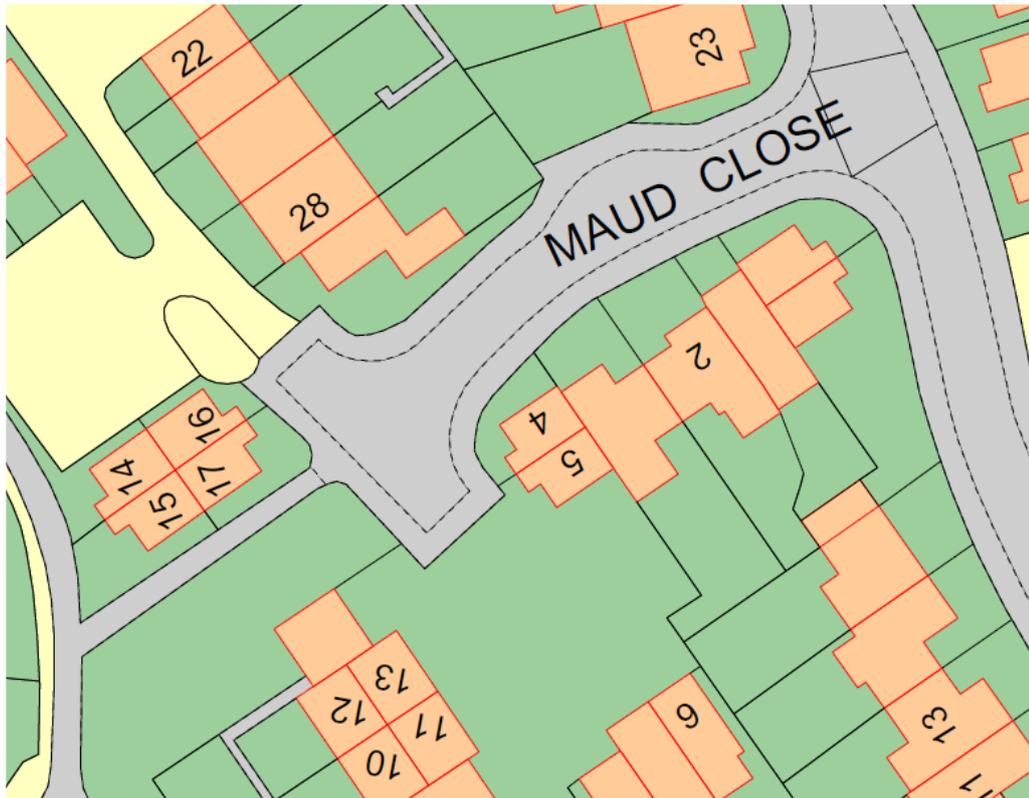
Purpose of the Report

To decide if the committee wishes to place an additional litter bin in the parish.

Background

At its meeting on 28 February it was agreed to purchase four bins to be placed around the parish to make it easier for residents to dispose of litter when they are out.

Since that meeting, officers have been contacted by a resident of Maud Close who has complained that dog walkers cutting through into Maud Close tend to leave bags hanging in the trees.



Whilst the specific budget for additional litter bins is almost exhausted there is still some funding available in the street furniture budget.

The committee are asked if they believe that this location is a specific problem and if so, do they feel an additional parish council litter bin will help to alleviate the issues.

In terms of emptying, currently there is no Town Council land in that area therefore a specific trip will need to be made to empty a litter bin in that location.

Options considered

The committee needs to decide if an additional bin in Maud Close is needed.

Implications and Risks

Financial and Resource Implications

Each year the Council sets aside a budget for street furniture there which would be drawn from to fund the purchase of the bin. Emptying would be an unbudgeted staffing resource.

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.

11. 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.

ADMIN & FINANCE MANAGER