



Devizes Town Council

www.devizes-tc.gov.uk

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 May 2017

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 Carter)

Chairman:

Councillors: Bridewell
Evans
Hopkins
Stevens

Burton
Geddes
Nash
Von Berg

Corbett
Godwin
Rose

AGENDA

1. ELECTION OF CHAIRMAN

To elect a Chairman of the Committee for the municipal year 2017/2018.

2. ELECTION OF VICE CHAIRMAN

To elect a Vice Chairman of the Committee for the municipal year 2017/2018.

3. MINUTES

The minutes of the Community and Civic Resource Committee held on the 14 February 2017 were signed at the meeting of the Joint Governance Committee held on the 28 February by the Chairman of the Community and Civic Resources Committee.

4. APOLOGIES FOR ABSENCE

5. 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.

6. 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

7. REPORT FOR DECISION – APPOINTMENT OF PERSONNEL PANEL

Background

Under standing orders the Community and Civic Resources Committee are required to appoint five members to act in respect of certain personnel matters.

Decision

The committee are required to appoint five members from the Community and Civic Resources Committee to form the Personnel Panel to include the immediate outgoing mayor who is Chair of the Panel in accordance with Standing Orders.

8. REPORT FOR INFORMATION – NALC SPRING CONFERENCE

On the 26 April 2017 Councillor Mrs Rose represented the Town Council at the National Association of Local Councils "Good Councillors Spring Conference" in Farnborough.

The conference was an opportunity for Councils from across the country to discuss policy ideas through the discussion of a number of key themes.

Councillor Mrs Rose has copies of the new NALC "Councillor should anyone like a paper version or can be access online at:

<http://www.nalc.gov.uk/library/publications/801-good-councillors-guide/file>

Attached at Doc 81/- 8/4 are a copy of Councillor Mrs Rose's notes, which summarise the key themes discussed.

9. REPORT FOR DECISION – POLL CARDS

Recommendation

The Committee are recommended to decide whether or not to have poll cards produced and issued in the event of a bye election being called.

Purpose of the Report

To consider the pros and cons of issuing poll cards in the event of an election being called.

Background

As part of the 2015/16 budget-making process, Wiltshire Council resolved to recharge the cost of parish council elections back to parish councils. The precise cost to each council is hard to estimate, as it depends on a number of variable factors such as electorate size, the number of postal voters and the number of polling stations.

Where parishes pay for elections, there is the option not to have poll cards. It has become the norm to send poll cards for all elections, but it is not compulsory.

If poll cards are to be produced, it is likely that the cost of production and issue would be in the region of £1500 to £2000.

The committee needs to consider whether the potential increase in awareness and, therefore potential turn out, justifies the cost incurred.

Options Considered

The Committee is asked to consider whether or not to agree the production and issue of poll cards.

Implications & Risks

Financial and Resource Implications

There are financial implication in the region of £1500 to £2000 with regards to the production and issue of poll cards. There is an earmarked reserve for elections, which stands at £2200

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

The committee need to balance the cost of poll cards against the risk of potential lower turn out if not issued

Crime and Disorder

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

10. QUESTION TIME

A short time is allowed at the discretion of the Chairman 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