



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, 28 November 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: Councillor Bridewell

Councillors: Burton
Geddes
Nash
Von Berg

Corbett
Godwin
Rose

Evans
Hopkins
Stevens

AGENDA

1. MINUTES

To approve as a correct record and authorise the Chairman to sign the minutes of the meeting held on 17 October 2017 and 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 FOR INFORMATION – SCHEDULE OF ACCOUNTS PAID

A Schedule of Accounts Paid is attached for information (doc 5/1 – doc 5/2).

6. NARRATIVE INCOME & EXPENDITURE ACCOUNT & KEY PERFORMANCE INDICATORS 2017/2018

7. REPORT FOR INFORMATION – COMMUNITY GRANTS

The following organisations have written, thanking the committee for their Community Grant Award.

Devizes and District Link	£250
Victim Support	£ 50
Waiblingen Way Residents Ass	£200
First Stages	£100

8. REPORT FOR INFORMATION – GULL DETERENCE

A question was raised by Councillor Shaw regarding the licence under which NBC Environment operate with respect to deterrence of Gulls on the Garden and Hopton industrial estates.

The response of NBC Environment was as follows:-

"I get asked this most years, the contractor does not get a licence to carry out the work. We work under the conditions of "The General licence" which are a set of guide lines issued by DEFRA detailing what action can be taken against birds which become a problem. If you go onto Google and type in the general licence you will see a copy of it and what it contains. The points within the general licence which are relevant to us are that lesser black back and herring gulls eggs and nests which can be removed and destroyed if the adults are causing a health and safety issue or a problem to public health. In the case of Devizes the gulls become aggressive during the breeding season causing a health and safety issue for the public and people working on the estates. It also states that steps must be taken to deter the gulls from nesting in their current location. We have used falconry there for two years and reduced gull numbers but some are still there so this satisfies that side of it.

If there are any further questions let me know. There is often confusion around the general licence".

9. REPORT FOR INFORMATION – “THE NEXT CONVERSATION ABOUT DEVIZES”

In September a there was a meeting at the Town Hall to debate the future of Devizes. The meeting was titled ‘A vision for Devizes – the next conversation’ and brought local decision-makers and residents together to talk about the future direction for the town.

Much of the meeting involved group discussions giving people an opportunity to their own points and talk about the issues they would like to be addressed.

The key points raise were around growth of employment opportunities, protecting the character of the town, ensuring we have the right type of housing to meet local needs, protecting had enhancing our local open spaces and managing traffic problems. A full list of what was suggested has been attached at Doc 9/1 – 9/3.

The meeting was organised by the Trust for Devizes therefore it is not clear about how the plan to take the finding forward, however the Neighbourhood Plan Steering Group have got a copy of the outcomes and will see how they dovetail with the work they are doing on the next stage of the plan.

10. REPORT FOR INFORMATION – WILTSHIRE COUNCIL ASSOCIATION OF LOCAL COUNCILS

This report was placed on the agenda by Councillor Wooldridge

Award Scheme.

At present the award scheme requires 2/3rds of its members to be elected. This means that a council which currently holds gold level and which did not meet the required number elected at the last elections will have to wait until at least 2021 to apply again.

Should the requirement be reduced to 51% it would enable councils (which meet the criteria in every other way) to apply for gold level again when the renewal time comes around.

With councillors resigning and the growth in co-opted members, it was agreed by the executive committee to see if it could be reduced to 51% elected.

Subscriptions 2018-2019.

This subject was discussed and was agreed to prepare a proposal for the A.G.M. with a possible rise of 3%,

A.G.M.

It was agreed that the A.G.M. would be an extension of the Executive Committee Meeting on Monday 4th December 2017. Each member Council will have two votes at the A.G.M and Councillors Wooldridge and Rose will represent Devizes.

11. REPORT FOR INFORMATION – WILTSHIRE COUNCIL'S ASSET TRANSFER PROGRAMME

For some time Town Council officers have been endeavouring to meet with Wiltshire Council officers to discuss the list of assets and services submitted for transfer. At a recent un-associated meeting at County Hall, assurance was given that there would be a meeting shortly.

On the 7 November, Wiltshire Council's Cabinet agreed to streamline the process.

12. REPORT FOR INFORMATION – PUBLIC SPACES PROTECTION ORDERS

At the Town Council meeting on the 27 June 2017, the Council were informed that the Government had changed the legislation around protection orders for town centres, to combat incidents of antisocial behaviour and this new legislation required that new orders to be justified irrespective of what orders were currently in place.

Following a review of the process, the Government has now decided that where order currently exist, they can be carried forward to the new style order.

The original plan was to create an order for Devizes that would deal with a number of anti-social problems; however now the exiting order can be carried forward, Wiltshire Council, who has to create the order, had decided that Devizes' PSPO will only be able to be used to help the police mange the consumption of alcohol within town centre streets which is in line with the current order.

At this stage there is no further work scheduled for this project.

13. REPORT FOR INFORMATION – COMMUNICATION WORKING PARTY UPDATE & SOCIAL MEDIA

The Communication Working Party has agreed a number of actions to ensure the Town Council has a strong social media presence and can engage with the electorate in a number of different ways.

The Town Council now has a new Facebook page, which is being populated daily (weekdays only) by officers. The brief is to post short, informative news items and this has been working incredibly well, with lots of positive engagement. Officers have set up the messaging facility so people are aware that they will only receive message responses during office hours.

A new Twitter account (@DevizesTC) has also been set up, which links automatically to Facebook.

The first Council Roadshow was held on Thursday 16th November, which went very well.

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Judy Coom kindly agreed to site a table in the Ceres Hall during her flea market, which meant councillors were in a prominent position in town on a day with lots of footfall.

Councillors who took part have reported back that, although the numbers of people they spoke to was small, they saw more than they would normally at their council surgeries. The next roadshow will be held on Thursday 15th February 2018.

14. REPORT FOR INFORMATION – TOWN HALL INTRUDER ALARM SYSTEM

Smart Integrated Systems have installed a new intruder alarm system in the Town Hall to replace a faulty, older system. The system has been fully updated and will ensure the Council's civic regalia, insignia and plate will be fully protected.

15. REPORT FOR INFORMATION – SECOND INTERNAL AUDIT REPORT 2017-18

The attached document provides details of the second 2017-18 internal audit report prepared by Alistair Morrison of AM Financial Services Ltd regarding Devizes Town Council.

16. WILTSHIRE POLICE – COMMUNITY POLICING ONE TEAM, NOVEMBER 2017

Issued alongside this agenda.

17. REPORT FOR INFORMATION – TOWN CENTRE SURVEY RESULTS

During September the Council took to the street to ask local residents and visitors what they liked about the town and disliked, their views on parking as well as how the town could be improved.

The event took place on a dull Thursday and ninety six forms were completed. Set out below is an analysis of the comments received.

Question		Responses
How long do you plan to stay in town today?	1-2 Hours	52%
	2-4 Hours	34%
	4-6 Hours	5%
	All Day	7%
	Did not answer	1%
What has governed the length of your visit?	Parking	8%
	Shopping	24%
	Work	11%
	Socialising	14%
	No Rush	8%
	Did not answer	5%
	Other	38%

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How did you arrive in town?	Walk	43%
	Car	41%
	Bus	9%
	Walk	9%
	Other	3%
Which Car Park did you use today?	Central	9
	Chantry Court	2
	Leisure Centre	1
	Morrison's	3
	Sainsbury's	3
	Station Road	5
	Street	6
	Wadworth	1
	West Central	4
	Wharf	2
	Work Place	1
	Friends House	1
	Private Space	1
Did not answer	57	
Generally, do you have enough parking time when you visit town?	Yes	92%
	No	8%
Do you ever use the Wharf or Station Road Car Parks?	Yes	17%
	No	83%
If not, what would make you more willing to use them?	If Cheaper	39%
	Better lighting	1%
	If easier to access	3%
	If no other spaces	2%
	If I know where they were	1%
	Nothing	21%
	Did not answer	66%
Do you consider yourself to be a local resident or a visitor to Devizes?	Local	89%
	Visitor	11%
On a scale 1-5 – 5 being the heights How welcoming do you find the town	1	0%
	2	1%
	3	11%
	4	36%
	5	49%
	Did not answer	2%

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On a scale 1-5 – 5 being the heights How do you think the physical appearance of the town compares against other local towns	1	2%
	2	50%
	3	18%
	4	50%
	5	27%
On a scale 1-5 – 5 being the highest How would you rate the overall cleanliness of the town	1	5%
	2	7%
	3	31%
	4	43%
	5	14%
Would you support the Town Council providing local services currently provided by Wiltshire Council	Yes	80%
	No	20%
If yes would you be prepared to pay a larger contribution in your council tax charge for an improvement in the service and if so how much?	None	17%
	£1	10%
	£3	18%
	£5	22%
	£10	15%
	£30	5%
	Did not answer	14%
Would you recommend a visit to the town centre?	Yes	79%
	No	18%
Do the benches need improving?	Yes	39%
	No	48%
	Did not answer	13%
Do the litter bins need improving?	Yes	46%
	No	43%
	Did not Answer	11%
Would you be prepared to pay for any improvements?	Yes	32%
	No	5%
	Did not answer	63%
If you think we need an information centre, what information would you be looking for?	Current arrangements OK	17%
	Yes	60%
	No	13%
	Did not answer	10%
What would you use a TIC for?	Local Information	29%
	Tourist Information	27%
	Did not answer	44%

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If you could give one element of the town that could be improved, what would that be and how?	Main issues	Traffic congestion
		Parking (lack of)
		Parking (cost of)
		Improve selection of shops and retail offer
		Clean up areas of the town
		Better bus services
		Deal with rough sleepers
		Assize courts
		Restoration of the hospital
		Needs a railway station
		Wharf needs improvement
What is your favourite thing about Devizes?	Main items listed	Plenty to see and do
		Friendly Town
		Easy to get around
		Market and Market Day
		It's my home
		Architecture
		Independent shops
		Hillworth Park
Clubs and societies		

In Early 2018 officers plan to work with members to start to develop a corporate plan for the town which will last for the life of this Council and the first year of the new Council. Understanding the views of the Community can be used to shape the strategy.

18. REPORT FOR DECISION – DREWS POND WOOD PROJECT – ADDITIONAL GRANT REQUEST

Recommendation

That the committee consider the application by the Drews Pond Wood Project for an additional grant towards the provision of four paths to improve disabled access.

Purpose of the Report

To decide if the Town Council will support the application for additional funding towards the provision of disabled access to Drews Pond Wood.

Background

The 2016/17 budget process was completed and the estimates agreed at the meeting of Full Council held on 15 December 2016. This made provision of a grant to the Drews Pond Wood project of £1,200, a combination of the grants approved in previous years by Devizes Town Council and Roundway Parish Council.

The letter and application form received from Mr Stuart Hislop on 25 October 2017 states the cost of providing four paths for disabled access at an approximate cost of £4,000 (£1,000 per path). Mr Hislop is requesting that this committee approve an additional grant towards this project.

Options Considered

The committee needs to decide if it wishes to agree to this grant application in full or in part.

Should the committee approve an additional grant amount, a decision is required as to whether this grant be allocated against the current financial year

or placed as in the 2017/18 estimates.

Implications and Risks

Financial and Resource Implications

Should the committee approve an additional amount towards the project in the current financial year, this will result in an over spend against the grants cost centre. Should the committee approve an additional amount in the following financial year this may be included at this stage within the 2017/18 estimates.

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.

18. 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.

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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.

DEPUTY TOWN CLERK