

COMMUNITY & CIVIC RESOURCES COMMITTEE
8 MAY 2018

Present: Chairman: Councillor Bridewell

Councillors:	Burton	Corbett	Evans
	Geddes	Hopkins	Nash
	Rose	Stevens	Von Berg

Officers: Richard Hopkins, Admin and Finance Manager
Heather Bond

Members of the Public: Nil

781. MINUTES

The minutes of the meeting held on the 27 March 2018 having been circulated to all Members were confirmed and signed by the Chairman.

782. APOLOGIES FOR ABSENCE

Apologies were received from Councillors Carter and Godwin.

783. DISCLOSURES OF INTEREST

There were no disclosures of interest.

784. PUBLIC PARTICIPATION

None.

785. REPORT FOR INFORMATION – SCHEDULE OF ACCOUNTS PAID

The report was received and noted.

786. REPORT FOR INFORMATION - NARRATIVE INCOME & EXPENDITURE ACCOUNT & KEY PERFORMANCE INDICATORS 2017/2018

The report was received and noted.

787. REPORT FOR INFORMATION – APPOINTMENT OF EXTERNAL AUDITORS

The report was received and noted.

788. REPORT FOR INFORMATION – END OF WWI COMMEMORATIONS

The report was received and noted.

789. REPORT FOR DECISION – APPOINTMENT TO COMMITTEES

It was proposed by Councillor Bridewell, seconded by Councillor Burton and UNANIMOUSLY agreed

THAT the make-up of the committees will be as follows;

Recreation & Properties	Community & Civic Resources
Councillor Parsons	Councillor Carter
Councillor Geddes	Councillor Burton
Councillor Carter	Councillor Rose
Councillor Wooldridge	Councillor Geddes
Councillor Greenwood	Councillor Nash
Councillor Shaw	Councillor Bridewell
Councillor Gay	Councillor Von Berg
Councillor Johnson	Councillor P Evans
Councillor S Evans	Councillor Stevens
Councillor Rose	Councillor Hopkins
Councillor Corbett	Councillor Godwin
Councillor Rowland	Councillor Giraud-Saunders

790. REPORT FOR DECISION – REVIEW OF WORKING PARTIES, AREAS OF SPECIAL RESPONSIBILITY AND OUTSIDE BODIES

It was proposed by Councillor Burton, seconded by Councillor Rose and UNANIMOUSLY agreed

THAT the committee accepts all changes

Outside Bodies
Wiltshire Association of Local Councils (Exec Com) 1 Representative plus deputy
Devizes Development Partnership 1 Representative
Devizes Community Area Partnership – main committee ----- Housing, Environment, Countryside, Transport, Community Safety, Health & Wellbeing, Economy, Culture & Leisure (1 Representative per area)
Devizes Leisure Centre Advisory Committee (2 Representatives plus 1 Deputy) Daytime meetings
Devizes & District Twinning Association 1 Representative (plus Mayor ex officio)
Outside Bodies
Twining Joint Management Committee (2 representatives)
Devizes & Tornio Twinning Association 1 Representative (plus Mayor ex officio)

COMMUNITY & CIVIC RESOURCES COMMITTEE
8 MAY 2018

<u>Outside Bodies</u>
Devizes Arts Festival Committee 1 Representative
Christmas Festival Committee 1 Representative
DOCA Board 1 Representative
Wiltshire Archaeological and Natural History Society 1 Representative
Devizes & District Hospital League of Friends 1 Representative
Devizes Town Trusts Management Committee 2 Representatives (plus Mayor ex-officio)
Fair Trade Committee 1 Representative
Devizes Youth Advisory Group 1 Representative plus 1 Deputy
Area Board Community Transport Group 2 representatives
Area Board Air Quality Steering Group 1 Representative per group
Tourism Group 1 Representative
Flood Wardens Currently are; North Ward East Ward South Ward Roundway

<u>Working Party</u>
Neighbourhood Area Planning Minimum 6 Members Early evening meetings
Communications Working Party 4 Members Late afternoon meetings
Devizes in Bloom 4 Members Sometimes daytime or evening meetings
Christmas Lights 5 Members Time of meetings flexible
Hillworth Park Steering Group Day time meetings 2 Representative
Community Grants Working Party 4 Members

<u>Working Party</u>
Chequers & Penny Bank Working Party 4 Members Daytime meetings
Strategic Plan Working Party 4 Members Daytime meetings

<u>Areas of special responsibility</u>
Arts & Tourism
Community Safety
Environment
Health
Urban Regeneration
Disabled Issues
Transport
Youth Issues
Housing
Business & Development

791. REPORT FOR DECISION – RECRUITMENT TO POST OF VENUES ASSISTANT

It was proposed by Councillor Geddes, seconded Burton and UNANIMOUSLY agreed

THAT the committee agrees to recruit to the vacant position of Venues Assistant.

792. REPORT FOR DECISION – APPOINTMENT OF DATA PROTECTION OFFICER

It was proposed by Councillor Bridewell, seconded by Councillor Rose and UNANIMOUSLY agreed

THAT the Town Clerk will hold the position as Data Protection Officer.

793. REPORT FOR DECISION – DATA PROTECTION POLICIES AND GENERAL DATA PROTECTION COMPLIANCE

It was proposed by Councillor Geddes, seconded by Councillor Corbett and UNANIMOUSLY agreed

THAT The committee agrees that officers have made reasonable attempts to follow good practise to enable the Council to comply with the General Data Protection Regulations which comes into effect on the 25 May 2018.

COMMUNITY & CIVIC RESOURCES COMMITTEE
8 MAY 2018

THAT the Committee agree the Information & Data Protection Policy.

THAT the Committee agree the Data Retention Policy.

THAT the Committee agree the Privacy Notice.

794. REPORT FOR DECISION – DEVIZES TOWN COUNCIL STRATEGIC PLAN

It was proposed by Councillor Corbett, seconded by Councillor Rose and UNANIMOUSLY agreed

THAT the Committee agrees with the working parties suggestion for the direction of a new Strategic Plan for the Council.

795. REPORT FOR DECISION – RECRUITMENT TO POST OF PARK WARDEN

It was proposed by Councillor Corbett, seconded by Councillor Burton and agreed

THAT the committee agrees to recruitment to this vacant post, using two apprentices.

796. QUESTION TIME

There were no questions.

CHAIRMAN