



# Devizes Town Council

[www.devizes-tc.gov.uk](http://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, 12 June 2018

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 Geddes)

Chairman: Councillor Giraud-Saunders

Councillors: Bridewell  
Evans  
Nash  
Von Berg

Burton  
Godwin  
Rose

Carter  
Hopkins  
Stevens

## **AGENDA**

### **1. MINUTES**

To approve as a correct record and authorise the Chairman to sign the minutes of the meeting held on 22 May 2018 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**

Refer to doc 6/1 issued alongside.

**7. REPORT FOR INFORMATION - GOOGLE MARKET TOWN'S DIGITAL SKILLS TOUR**

Officers are working with Google and Claire Perry's office to bring Google's Market Towns Digital Skills Tour to Devizes.

It is hoped that the tour will be in Devizes for one day and will include bringing the Google Digital Garage bus to the town. The plan is for the town to host the events in late summer or early autumn.

The purpose of the tour is to provide 3-4 workshops on digital skills which can vary from "[Build a Digital Marketing Plan](#)", "[An Introduction to Digital Advertising](#)" and "[Social Media Strategy](#)". In addition to these group sessions, the Google team will be on hand all day to provide 1:1 coaching on topics such as how to build a CV to expanding internationally.

Google's marketing team will work with local partners to make sure that local entrepreneurs, businesses, NGOs and individuals are aware that they are in town.

As the project progresses members will be updated.



## 8. REPORT FOR INFORMATION – MAYORAL ALLOWANCE

The spend of the mayoral allowance regarding the Town Mayor, Councillor Nigel Carter during the 2017/18 financial year was as follows.

General Expenses & Mileage	£ 1,264.72
Mayor Making	£ 807.25
Mayors Carol Concert	£ 301.71
Mayoral Military Lunch	£ 287.50
DW Mayoral Luncheon	£ 284.50
Christmas Cards	£ 115.00
Wilton/Westbury Dinner Dance	£ 64.00
1 <sup>st</sup> Devizes Scout Group	£ 50.00
	£ 3,174.68

The spend year to date of £3,174.68 equates to 47% of the annual budget for the year of £6,821.

## 9. REPORT FOR INFORMATION – CAPITAL SPEND 2018/19

At the meeting of Full Council held on 14 December 2017, members agreed the estimates for 2018/19.

The attached spreadsheet (Doc 9/1) details the intended expenditure of Capital expenditure by officers as the year progresses.

**10. REPORT FOR DECISION – FORMALISING THE ROLE OF TOWN COUNCILLOR REPRESENTATIVE ON DOCA**

This item has been placed on the agenda by Councillor Carter.

**Recommendation**

That the Council writes to the Director of DOCA inviting her to consider: the Council's representative as a formal member of the management committee, with voting rights appropriate to the Council's contribution and that Town Council receives committee papers on a routine basis. No change would be sought for the mayor's ex officio position.

**Purpose of the Report**

To seek members' agreement to the rationalisation of the Town Council's relationship with DOCA and the status of its representative on the DOCA management committee.

**Background**

Neither the current Director of DOCA nor the Town Council appear to have a clear description for this role, yet the Council routinely appoints a representative who appears to have no rights on this committee. The Council appears neither to receive invitations or agendas for DOCA meetings and does not, apparently receive any meeting notes or minutes. This, despite being a significant contributor in cash and kind to the operation, the Council has little influence or commentary on how the operation is managed.

**Options Considered**

The committee needs to decide if it wishes to seek greater representation in the management of Devizes Outdoor Celebratory Arts.

**Implications and Risks**

**Financial and Resource Implications**

The Council provides £15,500 in support funding for DOCA and this report does not seek to change this.

**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. REPORT FOR DECISION – FUNDING FOR THE CUDS**

**Recommendation**

That the committee considers supporting CUDS by funding 50% of their travel costs to RHS Rosemore.

**Purpose of the Report**

To consider travel cost support for CUDS.

**Background**

The “Clean Up Devizes Squad” (CUDS) are a group of volunteers who weekly turn out to help clean up the town and help with horticultural projects. Over the last year the group have provided help for a number of community projects such as Newlands wood which has ensured these projects are sustainable

The Group is affiliated to the Royal Horticultural Society (RHS) which supports community groups of this nature through competitive public liability insurance and free advice and information.

The RHS also provides free group entry once a year to one of their gardens as a way of thanking their affiliated groups for the great community work they undertake.

In late July the group are planning to take up the RHS’s free group entry offer by visiting Rosemore gardens in Devon; however the cost of transport is of concern as it is £575.00 and as the group has to do all its own fund raising and is finding it difficult to meet this cost.

Officers have discussed this issue with the Chairman of CUDS and suggested they make a grant application for 50% of the cost of the coach in recognition of the work they have done to keep Devizes clean and the support they have given the Council during various projects

**Options Considered**

The Committee needs to decide if it wishes to provide financial support for the CUDS travel costs to Rosemore.

**Implications and Risks**

**Financial and Resource Implications**

The funding for this would be taken from the Council’s general grants fund. Last year this budget was underspent.

**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.

**12. 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

ADMINISTRATION AND FINANCE MANAGER