



# 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, 15 July 2014

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 Mrs Bridewell)

Chairman: Councillor East

Councillors: Brewer  
Geddes  
Nash

Mrs Burton  
Giraud-Saunders  
Smith

Evans  
Hopkins

## **AGENDA**

### **1. MINUTES**

To approve as a correct record and authorise the Chairman to sign the minutes of the Community and Civic Resources Committee Meeting held on 3 June 2014 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 FROM WILTSHIRE POLICE**

Providing there are no operational issues, an officer from Wiltshire Police will attend the meeting.

**6. NARRATIVE INCOME & EXPENDITURE ACCOUNT JUNE 2014**

**3 MONTHS THEREFORE 25%**

**INCOME**

1. First half of Precept received from Wiltshire Council during April 2014
2. Town Hall above budget year to date potentially for late purchase invoices from Caterers.
3. Corn Exchange above budget year to date potentially for late purchase invoices from Caterers.

**EXPENDITURE**

4. 2014 Twinning costs higher than budget and £600 incurred for transportation of a Sarsen stone to Germany. We may recover part of this as Stadt Waiblingen have applied for a grant which will partially cover these additional costs.
5. Free use by All in One Catering £2.4K year to date. No budget against this cost heading.
6. Festival Free Use fully expended in first quarter of the financial year. Actual £6.57K, budget £6K.
7. Hillworth Park project costs running at £2.5K, 66% of this recoverable from the HLF.
8. An order for skate park equipment has been made and although this is capital expenditure it will be funded through Section 106 grant. The Albion Place project is currently not at order stage.

**7 REPORT FOR INFORMATION – SCHEDULE OF ACCOUNTS PAID**

A Schedule of Accounts Paid is attached for information (doc 71 – doc 72).

## **8 REPORT FOR INFORMATION - YOUTH SERVICE IN WILTSHIRE**

At the Youth Advisory Group meeting on the 28 May the following update was given of the future provision of youth services in Devizes.

As it stands as of October 1<sup>st</sup> the doors to the Devizes Youth Centre will close and all youth work staff will be made redundant.

Wiltshire Council will be retaining 18 professionally qualified youth workers in the new role of Community Youth Officer. Each Area Board will have one post, recognising that some Area Boards cover more than one Community Area. These roles will provide some direct delivery but the main focus is to support and enable the local community to meet the needs of their young people either through providing guidance and support to volunteers or local voluntary organisations who wish to provide services to young people. They will be the 'go to' person for each AB area.

There will be 3 Youth Support Workers to act as caseworkers for young people who have identified additional needs. It's likely these posts will be based in the 3 hubs of Chippenham, Salisbury, and Trowbridge. We will have to identify a referral method for these posts so that other partners e.g. Gateway Panel, schools can signpost relevant young people to these workers.

There will be changes to Bridging Projects. Wiltshire Council remain committed to providing young people with disabilities the same opportunities as other young people but we will have to create a new model. The intention is to commission these with the support of the Wiltshire Parents Carers Network and they acknowledge that there will be a possible gap from when they stop delivering the service and the new provider steps in. They will do all they can to minimise any disruption but they need to acknowledge there will be some disruption which they know concerns everyone as many of the young people who attend the Bridging Projects need more time to adjust to change. This element is a top priority in terms of implementation.

The proposals will mean that all Assistant Youth Workers will be offered voluntary redundancy as the money which paid for these posts will be transferred to Area Boards so that they can decide locally what the priorities for their young people are. This will be based on assessment of local need and advice/support for the allocated Community Youth Officer. Wiltshire Council don't want to underestimate the impact this will have as this means that they are losing over 100 dedicated colleagues but they need to be clear about the impact of the decision the Council has now made. There may be some options in some communities for some of these staff to be re-engaged but it will not be at the same levels of numbers of people in all likelihood and roles may be different.

Council policy states that any Council member of staff made voluntarily redundant cannot be re-employed by the council (which includes Area Boards) for a period of 12 months. The emphasis will be on VCS and communities to recruit the staff that they need to meet locally identified need.

Wiltshire Council have not yet confirmed how much each Area Board will receive for positive activities but as soon as this is confirmed they will advise relevant partners and ABs/Members etc know.

Wiltshire Council will have interim arrangements for Spark, DoE, admin and youth work management but I need to acknowledge that for most admin staff there will not be opportunities with the revised structure although clearly there may be redeployment opportunities across the Council

As of 1st October 2014 they need to be clear that Wiltshire Council will not be providing youth workers based in local youth development centres as at present so their delivery will change in respect of the context of the new operating model. They will work with individual community areas to determine which centres will close and when, where we can identify alternative provision and providers and Wiltshire Council has committed to ensuring that there is alternative facilities in each area.

**9. REPORT FOR INFORMATION – WW1 COMMEMORATION EVENT 24 AUGUST 2014**

Members of the WW1 commemoration working party have been working with the Royal British Legion to coordinate the reading of names for those who are recorded on the War Memorial. There are 189 names in total and they will be read out by members of the Royal British Legion, Police, Fire & Ambulance services, some local groups and local residents.

Whilst this is not a civic event and therefore there will be no parade, it is hoped that as many councillors as possible will attend and that some will be happy to marshal the readers.

The event itself will commence at 12 noon, with a brief appropriate poem followed by an explanation from the RBL for why the event is being held.

The reading will then take place, with each reader having 10 name. In addition to the readers for each name read out, a cross will be placed and therefore we need a further 19 people for this task.

After the names have been read out there will be a second poem followed by a short prayer from Canon Paul Richardson.

After the event the Council will hold a short reception for the readers and cross layers at the Town Hall.

## **10. REPORT FOR DECISION – VARIATION OF MANDATE**

### **Recommendation**

That the mandate of the Devizes Town Council bank account be amended to include Councillor Andy Geddes as a signatory on cheque and BACs payments.

### **Purpose of the Report**

To seek the Council's agreement to the amendment of the Town Council's bank account mandate.

### **Background**

Councillor Andy Geddes was elected as a member of Devizes Town Council in July 2013.

Although Standing Orders do not require all members of the Council to be included as signatories on the Town Council bank mandate, it is considered best practice by officers.

### **Implications and Risks**

#### **Financial and Resource Implications**

Officers are unaware of any Finance implication for the Town Council associated with this decision. Amendment of the Town Council bank mandate has a resource implication however the Mandate Change Form and the Personal details form have already been completed.

#### **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 issues associated with this decision.

#### **Risk Assessment**

The safeguarding of Council finances remains unchanged.

The authorisation of all cheques and BACs payments requires the signatures of two members and one officer.

#### **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. 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.

COMMUNITY & CIVIC RESOURCES COMMITTEE  
15 JULY 2014

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