



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, 31 March 2015

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: Mrs Burton
Geddes
Nash

Corbett
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 Meetings held on 17 February and 17 March 2015 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. NARRATIVE INCOME & EXPENDITURE ACCOUNT FEBRUARY 2015

11 MONTHS THEREFORE 92%

INCOME

1. Small amount of Civic Event income. No specific budget provision.
2. Full precept received from Wiltshire Council.
3. 8 commercial properties pay quarterly in March 2015. 18 The Brittox vacant.
4. HLF income grant received 2014. Higher than budgeted.
5. Business Christmas tree income achieved below budget. 85 trees sold compared to 100 budgeted.

EXPENDITURE

6. Free use by All in One Catering £8K year to date. No budget provision against this cost heading. Grant to WANHS, Devizes Community Hospital and Drews Pond Wood fully expended in July 2014.
7. Festival Free Use has exceed budget Actual spend £7.2K, budget £6K. Carnival Grant and Carnival Free Use now fully expended. DOCA grant £7.7K expended against a full year budget of £10K.
8. Water rates in respect of Memorial Fountain £259 year to date. No specific budget provision.
9. Hillworth Project costs negated by ongoing HLF grant claims. Activity costs more evident in Summer months.
10. Christmas Lighting invoices have exceeded budget. Includes three emergency call outs.
11. Final quarter JBC precept payable March 2015.

12. Large items of capital Spend regarding The Chequers Garden and Albion Place will appear later in the financial Year or will be placed in Ear Marked Reserves should projects not come to fruition during this financial year.

6. REPORT FOR INFORMATION – SCHEDULE OF ACCOUNTS PAID

A Schedule of Accounts Paid is attached for information (doc 6/1 – doc 6/2).

7. REPORT FOR INFORMATION – WASTE COLLECTION CONTRACT

Following on from a review of the Town Council's waste collection contract in March 2014, the Council's Admin & Finance Manager has carried out a similar review in respect of the contract to be awarded for the 2015/16 financial year.

Members may remember that the 2014/15 waste collection contract was awarded to Wiltshire Waste upon the completion of the contract with Wiltshire Council.

Three providers were requested to provide quotations for waste collection in respect of three locations, Devizes Town Hall, Devizes Corn Exchange and Hillworth Park. Quotations were received from all three providers Hills Waste, Wiltshire Council and Wiltshire Waste with the latter again submitting the lowest quotations.

The 2015/16 budgeted spend is £8,300 over the three Town Council locations with the lowest quotation from Wiltshire Waste being £6,916. Hills Waste quoted £8,571 whilst Wiltshire Council quoted £12,158 for the same service.

Officers have been pleased with the service level of Wiltshire Waste during the current financial year.

8. REPORT FOR DECISION - COMMUNITY GRANT AWARDS MARCH 2015

Recommendation

That the Community & Civic Resources Committee supports the recommendations of the working party as outlined in the list below and that any remaining budget for community grants be set aside in an Ear Marked Reserve and used for considering further applications in the forthcoming financial year.

Purpose of the Report

To consider giving financial support through grant funding to benefit local people through local, district or national organisations.

Background

This second round of grant funding prompted applications from 7 organisations.

COMMUNITY & CIVIC RESOURCES COMMITTEE
31 MARCH 2015

At the Community & Civic Resources Committee held on the 13 May 2014 it was agreed to convene a cross party representational working party to consider all of the forthcoming applications. Members of the working party met on Friday 20 March to consider the grant applications received in this second round of funding.

The working party recommends that the following organisations should be awarded the amounts of funds listed below:

Applicant	Brief Description of application	Amount of grant recommended
COMMUNITY FIRST GOOD NEIGHBOURS	Build a local team of volunteers to support older members of the community	£100
DEVIZES AND DISTRICT PHAB	Towards providing our members/volunteers with a Christmas Party in 2015	£150
DEVIZES BLIND & PARTIALLY SIGHTED CLUB	To make up for shortfall in grant funding occurring in 2015	£100
THE CROWN CENTRE	New Water Heaters for Tea & Coffee	£100
THE GOLDEN-OLDIES CHARITY	Devizes singing & Activity session	£100
WEDNESDAY CLUB	Increase in charges for transport and rent	£100
WILTSHIRE MIND	Running costs of Devizes You in Mind "Peer Support Social Group" over next 12-month period.	£50

Implications & Risks

Financial and Resource Implications

A budget is set aside each financial year for the purposes of allocating general/community grants. For 2014 – 2015 this was set at £3000 and after the first round of funding £1200 remains unallocated. If the recommendations of the working party are agreed the total sum of the grants allocated within this financial year will be £700 leaving a balance of £500 which may be placed in an Ear Marked Reserve for applications in the next financial year.

Legal Implications and Legislative Powers

The statutory provision (section 137) enables a local council each year to spend up to an amount of £5.40 per local government elected listed in the Register of Electors on anything, which in the Council's opinion is in the interest of all or some of the inhabitants.

Environmental Implications

Officers are not aware of any environmental issues arising from this report.

Risk Assessment

Officers are not aware of any risks arising from this report other than the organisations listed above rely on volunteers, grants and contributions to remain solvent and are therefore actively involved with the Devizes community.

Crime and Disorder

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

9. REPORT FOR DECISION – BEAT THE STREET

Recommendation

That the Committee supports the Beat the Street Initiative.

Purpose of the Report

To decide if the Committee wishes to support the Beat the Street initiative by providing a small grant for prizes.

Background

As part of Wiltshire Council's initiative to get more people cycling and walking the Beat the Street challenge is coming to Devizes. The attached document (doc 9/1) gives a background to the initiative.

A number of beat boxes will be placed on Town Council land such as the Green, Hillworth Park and the Skate Park.

As indicated in the background information there will be spot prizes for people taking part and the Town Council has been asked if it would give a grant of £50.00 to help provide these prizes.

Companies and organisations as well as individuals can take part and it is planned that the Town Council will sign up hoping the elected members will be part of the team.

Options Considered

The committee need to decide if they agree financial support for Beat the Street initiative.

Implications and Risks

Financial and Resource Implications

Should the Council decide to support the project financially then the money could come from the Council's grant budget.

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.

10. REPORT FOR DECISION – MEDIEVAL TOWN TRAIL

Recommendation

To consider if the Town Council should take on the responsibility for the Devizes Medieval Town Trail.

Purpose of the Report

To consider a request from the Devizes Community Area Partnership (DCAP) for the Town Council to take on responsibility for the Medieval Town Trail.

Background

Some years ago under a Kennet District Council tourism initiative, a trail of 13 plaques was placed around Devizes highlighting the town's links to the medieval period. Following the amalgamation of the 4 district councils with Wiltshire County Council, items such as signage were passed to the new Wiltshire Unitary Council.

With the continuing financial squeeze being placed on principle councils, items such as tourism plaques have become a very low priority. DCAP believe that the plaques form part of the town's visitor offer and as such is seeking to ensure that the trail information is updated and the future ownership of the plaques is secured.

Officers have been approached by a representative of DCAP asking if the Town Council will be prepared to take on responsibility for these plaques. Last year a similar approach was made regarding the finger posts and it was agreed the Town Council was best placed to be their custodians. Whilst it is anticipated that the plaques will be handed over in good order and the accompanying free trail will be tidied up, there will be no financial support.

In taking on the ownership, the Council will need to commit to keeping the plaques clean and taking action if one becomes damaged or loose. If a plaque becomes damaged beyond repair in the future, it suggested that it would be at that time when the Council decides if it is going to be replace it. From time to time the Council will also need to reprint the guide, a copy of which has been circulated alongside for information

Options Considered

The committee needs to decide if they wish to take over the responsibility for the Medieval Town Trail plaques.

Implications and Risks

Financial and Resource Implications

There are no defined costs available for taking on the Medieval Plaque Trail. It is anticipated that in terms of additional resources the will be minimal

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 – DEVIZES FOOD AND DRINK FESTIVAL

Recommendation

That the committee considers an application from the organisers of the Devizes Food Festival for concessionary use of Town Council Venues during the 2015 event.

Purpose of the Report

To decide if the Town Council will support Devizes Food Festival by giving concessionary use of Town Council Venues during the 2015 event.

Background

An application has been received from the organisers of the Devizes Food and Drink Festival doc 11/1 to doc 11/2 for concessionary use of the Town Hall.

For the 2014 festival the Committee agreed to a reduction in the hire charge for Town venues on the same basis as the previous years, which allows free use of the Cheese Hall, 50% discount for the Assembly Room and Corn Exchange bookings. This year the Festival they are only looking to make one booking which includes the use of the Assembly Room and Grand Jury Room. Whilst the event qualified for most of the criteria for grace and favour status, as it is a Friday and more than six weeks away it requires a committee decision if any concession is to be given

Options Considered

The committee needs to decide if they wish to provide a concessionary hire charge for the Town Hall event to support the 2015 Devizes Food Festival.

Implications & Risks

Financial and Resource Implications

Any free hire of the venues is offset against grant allocation raised on the accounts. The full hire cost would be £122.00.

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 the decision.

Risk Assessment

Officers are not aware of any risk implications associated with the 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. REPORT FOR DECISION – GOVERNANCE REVIEW

Recommendation

That the Committee reviews the work of the Governance Review Working Party and confirms their agreement that the working party continues to explore with Roundway Parish Council a merger of the two authorities

Purpose of the Report

To confirm Devizes Town Council's intention to seek Governance Review for its electoral boundaries with the neighbouring parishes of Bishops Cannings and Roundway, which will include a possible merger with Roundway Parish Council.

Background

Since the last report to this committee, members of Bishops Cannings, Roundway and Devizes Parish Councils have attended a hearing convened by Wiltshire Council to explore amendments to the electoral boundaries around Devizes. Whilst the hearing was fairly positive with a clear agreement between Devizes and Bishops Canning parishes on how the boundary could be altered to be more coherent, the Roundway representative, whilst recognising the current anomalies between the two parishes, felt they could not give their open support to the process as they were unclear about what would be the impact on Council Tax charges. At the end of the hearing the representatives from Devizes and Roundway were asked to explore what the financial impact of a merger might be.

Since that hearing the working party have met twice and identified the cost for each council to deliver its services independently and an estimate of delivering services for the joint area through one authority. The working party further explored the cost of those services which Devizes Town Council provides for the whole community and how a charge could be made to Roundway Parish Council under a clustering arrangement. A clustering arrangement would be where the authorities remain independent but services equally enjoyed by both parish residents are shared. Attached to this agenda are notes from the Governance Working Party of the 10 February 2015 and the suggested apportionment of cost for jointly shared services Doc 12/1 – 12/6.

In summary, the suggested apportionment of services costs primarily deals with the impact on the Roundway Parish Precept, as currently this is providing the greatest concern to Roundway Councillors. The impact is as follows:

- Should the status quo be maintained a Roundway Parish Council Band "D" precept will be unaltered at £41.07.

Roundway representative on the working party does recognise that Roundway residents benefit from services provided by Devizes Town Council and that this is an anomaly which needs to be addressed in some way. Below are two options.

- If the councils remain separate but both contribute towards shared services, a Roundway Parish Council Band "D" precept would be increased to £91.79.
- If the councils merge a joint Band "D" precept would be £87.79.

The reason for the difference between the last two options is the reduction in duplicated services undertaken by each authority.

Options Considered

Whilst ultimately Wiltshire Council will make the decision on any changes to the boundary around Devizes, they will be influenced by the views of the affected parishes. The Committee are asked to confirm its desire to continue to seek the merger of Devizes and Roundway Councils and authorises the Devizes members of the working party to represent the Town Council.

Implications and Risks

Financial and Resource Implications

Ultimately the finance and resource implication verified until after Wiltshire Council has adjudicated on the issue but an indication of cost is set out in this document.

Legal Implications and Legislative Powers

The Council will be considering this matter under its General Power of Competence. The decision of any review of the boundary will be undertaken by Wiltshire Council's legislative powers

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.

13. 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