



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: 7th November 2023

Time: Immediately following the meeting of the Planning Committee

Venue: The Council Chamber, Town Hall, St John's Street, Devizes

Enquiries: Town Hall - Tel: 01380 723333

The Town Mayor: Councillor Stevens

Chairman: Councillor Geddes

Councillors: Bridewell
Gay
Nash
Tanner

Corbett
Hopkins
Oliver

Geddes
Hoult
Rose

AGENDA

1. MINUTES

To approve as a correct record and authorise the Chairman to sign the minutes of the meeting held on 26th September 2023, 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 5/3](#)).

6. NARRATIVE INCOME & EXPENDITURE ACCOUNT & KEY PERFORMANCE INDICATORS 2023/2024

Income and expenditure information is attached for members' information ([Doc6/1](#) & [6/2](#)).

At the end of September 2023, income remained at 98% of budget. There were some variances in performance within different departments but by the end of the financial year officers project anticipated revenue should hold at 98% of planned budget.

Expenditure is tracking a little below budget, however costs in some areas are increasing significantly and whilst officers are focused on managing expenditure, the current 7% saving of the overall budget may reduce as we track through the winter months.

Markets. As we come out of the summer period, revenue growth on last year has dropped back to nearer 10% year on year, against an annual budget increased by 18% for the 2023/24 financial year which was overly ambitious when there was a forecasted contraction of the general economy. Officers are still hopeful that income can increase to 93% by year end with an upturn in outside market income for the Christmas period. It is anticipated that expenditure can be managed at 90% of budget during the financial year to offset the above. There have been a number of maintenance issues that have needed to be undertaken which have been reflected in the year end cost forecast.

Twinning. Planning will start shortly for the 2024 visit to Waiblingen; the costs are in relation to two plane tickets and official gifts.

Civic and Ceremonial. This is down, principally as we have not held as many official events.

Corporate Management. Whilst the overall percentages are low in this cost centre due to the large figures involved, these hide significant interest of £29,469 in the first six months of the year against a full year budget of £6,100.

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Grants. Lower drawdown on grants than anticipated including Grace and Favour and Free Use.

Commercial Properties. As with previous reports, numbers of vacant properties were higher at the beginning of the year than the Council had wished. Whilst officers are hopeful that the current vacant properties will be let, given the continuing pressure high street businesses are under with volatile trading conditions, there are continuing concerns that businesses will become vacant during the course of their lease. The Town Council has a provision for vacant properties within its expense heading. At the end of period 6 this was sufficient to plug the deficit.

Town Hall & Corn Exchange. A significant increase in marketing and promotional work is being undertaken to support the Venues, which have been massively affected by the downturn in the economy. At this stage effort has to be put into working with a promoter to look at alternative events, but it is proving challenging to secure alternative activities.

Café Income. Whilst the café income for the initial 6-month period was healthy and therefore the income projection is on budget, the wetter than normal school summer holiday period no doubt resulted in a fall in income during that period. The cost of delivering the café service is critical to its profitability, as whilst income fluctuates with the weather, the majority of costs are fixed. Events income particularly the Cinema event was stronger than anticipated.

Community Spaces Central Support. Officers have seen savings in some cost centres during the year, however the need for expenditure in a number of areas for example tree planting if we do not receive any grants this year will continue to put pressure on this cost centre.

Public Conveniences. The uplift in prices has supported income growth for this service. Whilst the implementation of cashless payment has made it easier for customers, this should be seen as a convenience improvement rather than one that will deliver more income. Officers are mindful of winter energy costs, which are reflected in the year end projection.

Christmas Lighting Costs. Officers feel that the full annual budget will be needed to meet the cost of the annual Christmas lights display.

Cemetery. We have seen a reduction in the number of full burials in the cemetery this year with a continuing trend towards cremations, and often now ashes are scattered by families rather than interred. Officers are hopeful there will be some reduction in the shortfall by the year end to reflect the marginal seasonal fluctuation.

Town Centre Management. The Council has committed this budget for EV charging points in the town, however a change in the grant award scheme has delayed this. Officers will shortly be meeting with the EV framework providers to see how the project can be moved forward.

7. REPORT FOR INFORMATION – REPORT FROM UNITARY MEMBERS

A report, prepared by Councillor Wallis, is circulated alongside this agenda.

8. REPORT FOR DECISION – 80th ANNIVERSARY OF D-DAY

Recommendation

That the committee acknowledges the planned tribute to all those who took part in D-Day in 1944, whether as part of the landings or providing support from the United Kingdom.

Purpose of the Report

To update the committee on plans for the D-Day celebrations on the 6th June 2024.

Background

The 6th June 2024 marks the 80th anniversary of D-Day, when Allied forces mounted the largest amphibious invasion the world has ever witnessed. In 1944 Operation Overlord saw around 4,000 ships and landing craft set down about 132,500 troops on five Normandy beaches in an action that would bring about the liberation of north-west Europe from Nazi occupation.

Devizes will mark the 80th anniversary of D-Day by lighting a beacon at Roundway White Horse at 9.15pm on 6th June 2024, in celebration of the ‘light of peace’ that emerged out of the darkness of war, followed by an event to commemorate one of the most momentous achievements in living memory.

The Deputy Lieutenant and Mayor will read a tribute when the beacon is lit at 9.15pm. The event will be widely publicised.

The format will be similar to the event organised by officers for the Jubilee Beacon Lighting.

Options Considered

The committee is asked to acknowledge the work of officers and note the spend against budget.

Implications and Risks

Financial and Resource Implications

The cost is not fully identified yet, but is expected to be under £200.

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.

9. REPORT FOR DECISION – COMMUNITY GRANT AWARDS

Recommendation

That the Community & Civic Resources Committee supports the recommendations of the working party as outlined in the list below.

Purpose of the Report

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

Background

Members of the cross-party representational Community Grants working party have proposed the following awards be made:

Organisation	Previous Grants	What they want	Proposed
Wiltshire Sight	£200 - £250 in 2021	For Continued support helping people with sight problems	£200 to support their Devizes based clients and the work they do in the town.
CUDS Clean Up Devizes Squad	Not 2022	To support and carry on the work they do	£250 , to support the cost of Black bags, litter pickers and replacement tabards
Home Start North Wiltshire	Not 2022	For new play will support the work they do with parents	£200 , ringfenced as more information about how they support Devizes families is needed
Waiblingen Way Community Garden	Not 2022	Towards the cost of seeds, plants and maintenance	£200 , to support the purchase of bulbs, seeds and equipment. To be paid into their organisation's bank account
Fantasy Radio	Not 2022	Purchase of new equipment	£400 , towards a new piece of equipment that will support Devizes public broadcasting .
Devizes & District PHAB	Not 2022	To support the services, they provide	£250 , to support the work they do for our local community

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Devizes Link	Not 2022 £300 in 2021	Towards fuel costs which are rising	£200 , to support the work they do for our local community especially rising fuel costs
Devizes Town FC	Not 2022	To support the Development of girls and women's football	£200 , to support the establishment of ladies' football. The Council would like to receive an invitation to visit the facility so it can better understand how the club supports grass-roots football in the town and learn about what other plans they may have to provide a community-based sporting facility at Nursteed Road.
Quakers Walk Biodiversity Group	Not 2022	Support the purchase of bulbs	£400 , for bulbs and seeds. This grant will provide benefits for the wider community through the enhancement of the site
Carer Support	Not 2022	To support the work they undertake, helping young carers how are based in the Devizes area and the development of local	£250 , agreed as it will fund local carers to attend support workshops. They will need to send a follow up report to show how many people attended and if appropriate photographs of the event
10 Organisations to be Supported			It is proposed that £2,550.00 be awarded from the 2023/24 grant budget to help groups that support members of the Devizes Community

Options Considered

Members should decide if they agree with the proposed community grants or wish to make any amendments.

Implications & Risks

Financial and Resource Implications

A budget has been set aside within this financial year for the purpose of allocating general/community grants. For 2023/24 this was set at £9,000.

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 this decision.

Risk Assessment

Officers are not aware of any risks arising from this report other than that the organisations listed above rely on volunteers, grants and contributions to remain solvent and therefore an asset to 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.

10. REPORT FOR DECISION – FUTURE TOURISM FUNDING AND DESTINATION MANAGEMENT.

This item has been placed on the agenda by Councillor Hopkins

Recommendation

That this Council writes to the leader of Wiltshire Council to express their deep concern at the withdrawal of financial support to *Visit Wiltshire* and asks this funding to be restored. Additionally, to subsequently work with *Visit Wiltshire* to become an accredited Local Visitor Economic Partnership, thereby continuing to access national funding and support for tourism.

Purpose of the Report

To put forward a collective response from Devizes Town Council to Wiltshire Council following the unilateral decision to cut the grant to *Visit Wiltshire* of £150,000 from April 2024.

Background

Since 2012 *Visit Wiltshire* has been set up to promote and market tourism in Wiltshire, following the authority's decision to stop providing tourism information services.

In just over a decade, *Visit Wiltshire* has quadrupled the amount of income coming into the county from international and domestic tourists.

The economic statistics that tourism brings into the county is immense, with £1.5 billion in revenue and employing 29,000 people. Most of the tourism income is derived from domestic tourism with £160 million coming from international tourists, and it is estimated the old Kennet boundaries would receive about 25% of this income.

Wiltshire Council's decision to cut the grant to *Visit Wiltshire* was taken before the Government's new tourism strategy was developed. They have put forward the idea that all tourism grants and national marketing assistance are done through the creation of new local agencies, that is to say Local Visitor Economic Partnerships (LCEP) which will replace the Visit Destinations of

which *Visit Wiltshire* is one. All funding for national and international tourism will go through these new agencies.

Visit Wiltshire passed easily the expression of interest stage last December and in Councillor Hopkins' view would easily transition to an LVEP.

Devon is bringing its 13 different bodies ie Visit Exeter, North Devon etc under one umbrella so important do they consider the new structure to be. Cornwall and Dorset are also looking to go down this road.

This new structure will form the backbone of the destination management structure in the UK and provide the mechanism for distributing future tourism economic funding and marketing activity both nationally and internationally. In all it is likely that 35-40 of these LVEPs will be formed.

Therefore, Councillor Hopkins feels that it is economic madness that Wiltshire is going in the opposite direction and as a county we are going to be totally isolated from the new evolving national tourism framework.

Following Wiltshire Council's unilateral decision to withdraw *Visit Wiltshire's* funding, *Visit Wiltshire* can no longer demonstrate commitment from the principal unitary authority and in effect *Visit Wiltshire* becomes a non-accredited Destination Marketing and Management Organisation. As a non-accredited Destination Management Organisation, *Visit Wiltshire* will receive none or very little support from Visit Britain. In effect Wiltshire will be airbrushed off the national tourism map with a potential serious loss of tourism income.

Other towns like Corsham , Pewsey , Chippenham, Malmesbury and Trowbridge have already written to Richard Clewer for continued support and funding for *Visit Wiltshire*. Salisbury and Warminster are about to do the same. All of our Wiltshire MP's have done the same, expressing their concerns to Richard Clewer, including Danny Kruger.

On a national level a recent review of tourism carried out by Nick Du Bois, the chair of Visit England's advisory board, recommended " local government must realise the value of tourism and should play their part in supporting accredited LVEP's both financially and in partnerships. "

The government's response to this review wrote " The government agrees with the response to this recommendation and that for LVEP's to perform at their best, they must work in partnership with the public and private sector who hold the policy levers and funding needed to achieve the full potential of the local visitor economies. Close partnerships working between LVEP's and all levels of government will be key to levelling up , driving economic growth and spreading economic growth across the UK".

Wiltshire Council's unilateral cut to *Visit Wiltshire's* funding runs totally contrary to this tourism review and the government's response to it. Wiltshire Council needs to recognise the new structure that tourism funding is going to operate under and restore the funding to *Visit Wiltshire* and ensure a close

relationship so it can become an accredited LVEP and so it can continue its fine work in marketing and promoting the tourism potential of Devizes and Wiltshire.

If we continue with a policy of no influence or voice at national and international level, we are seriously putting in jeopardy an industry worth over a billion pounds a year. David Dawson of Devizes Museum was horrified when he heard the news. Many sectors of the tourism industry are not fully aware of the impending cut and will be equally horrified.

Options Considered

The committee needs to decide if it wishes to write to the Leader of Wiltshire Council and express the following concerns:

1. That Devizes Town Council is alarmed at the prospect of Wiltshire being in effect airbrushed off the UK tourism map if this funding is withdrawn.
2. Devizes Town Council is alarmed by the jeopardy the whole tourism industry in Wiltshire is put in by the unilateral funding cut to *Visit Wiltshire* by Wiltshire Council.
3. Devizes Town Council develops its own tourism strategy working with all sectors of the local tourism economy.

Implications and Risks

Financial and Resource Implications

Officers are unaware of what the financial or resource implication for the Council might be associated with this decision.

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 – CHANTRY COURT

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

Recommendation

Councillor Hopkins is recommending that the committee agrees that this Council should write to the Chief Executive of Stonewater, owners of Chantry Court, on behalf of residents requesting a reduction in their communal charge and compensation for residents most seriously affected by a recent lift breakdown.

Purpose of the Report

For the committee to decide if it should write to Chief Executive of Stonewater owners of Chantry Court on behalf of residents requesting a reduction in their communal charge and compensation for residents most seriously affected by a recent lift breakdown.

Background

Councillor Hopkins has received a number of complaints from residents of Chantry Court relating to the hardship they have suffered due to the prolonged breakdown of the passenger lift in the home.

Some of the less mobile residents have advised Councillor Hopkins that they felt imprisoned on the building without access to a passenger lift as they have been trapped for months on end.

Whilst the Town Clerk on behalf of the Town Council has previously written to Stonewater on the matter and a copy of their response is included in [[Doc 11/1](#)], many residents feel that the inconvenience they have suffered deserves a reduction in their communal charge. In addition, residents who were unable to leave their properties have told Councillor Hopkins that they should receive compensation.

Residents pay between £200-250 per month as a communal charge and residents believe that this money is not being spent on maintenance and repairs as it should be. Residents go on to say they have been promised new internal carpets which have not been fitted and that there is no longer a full-time warden.

Councillor Hopkins feels the Council should to write to Stonewater on behalf of residents highlighting the following issues:

- a. That Stonewater freezes or reduces the communal charge that residents have to pay, due to the serious inconvenience and hardship caused by the closure of the lift over a sustained period of time.
- b. That a one-off compensation payment be given to those residents who were unable to leave their properties for several months to acknowledge the hardship they have suffered.

- c. That long standing maintenance commitments, like the replacement of internal carpets, are undertaken as soon as possible.
- d. That Stonewater be requested to look at reintroducing a full-time warden; if they feel this is not warranted, a clear rationale why this is the case should be provided.

Options Considered

The committee needs to decide if it agrees the recommendation put forward by Councillor Hopkins or if it wishes to make any amendments.

Implications and Risks

Financial and Resource Implications

Officers are unaware of any financial or resource implication for the Council associated with this decision

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. REPORT FOR DECISION - CHANGES TO WILTSHIRE COUNCIL'S COUNCIL TAX REDUCTION SCHEME 2024 ONWARD CONSULTATION

Recommendation

That committee considers the changes to Wiltshire Council's Council Tax Reduction Scheme and agrees how it wishes to respond to the consultation.

Purpose of the Report

To provide the Council with an opportunity to review changes to Wiltshire Council's Council Tax Reduction Scheme and provide comment through a questionnaire.

Background

Officers have received a letter from the Director of Resources at Wiltshire Council advising that Wiltshire Council is looking to make possible changes to its local Council Tax Reduction (CTR) Scheme for working aged people, to ensure it continues to support those who need it and to better accommodate the Government's plans to move low-income households on legacy benefits to Universal Credit.

The letter goes on to say that the impact of the cost-of-living crisis, the migration of households to Universal Credit and analysis of council tax arrears has led the council to consider, and consult on a number of potential changes to the CTR scheme, to better support residents. These changes have been consolidated into proposals and will be the subject of public consultation which will run until 27 November 2023.

If the changes are all implemented this will impact on the tax base and the tax base setting process with effect from April 2024. There are further steps that the Wiltshire Council will take to mitigate the costs, but ultimately the proposals will not be cost neutral.

. A link to the cabinet report, where this was discussed on 12 September 2023 is set out below.

- [Link to 12 September 2023 Cabinet Paper](#)

The Council Tax Reduction (CTR) Scheme started in April 2013 and for the last decade, Wiltshire Council has operated two council tax reduction schemes. Wiltshire Council is currently in the process of developing plans for its scheme that specifically supports working age people only. The scheme that supports people of pensionable age is a national one and there are no changes planned for that.

The letter also advises that currently two thirds of all working age households in receipt of council tax reduction also receive Universal Credit. This number is expected to grow as working age households migrate from legacy benefits to Universal Credit. The Department of Work and Pensions notifies Wiltshire Council of every change to a customer's Universal Credit and when the Council Tax Reduction Scheme was first introduced it was designed to accommodate changes that we hoped to be minimal, however now Wiltshire Council receives 8,000 changes per month. These variations can delay support for people who need it quickly as it results in frequent but minor adjustments which cause the amendment and recalculation of council tax bills and confusion for the customer.

Wiltshire Council also advise that there are further concerns revealed by analysis of council tax arrears. Twenty-nine percent of debt (£6.5m) due at the end of March 2023 was owed by households on low-income, currently in receipt of CTR. Many households who qualify for the scheme do not receive 100% reduction in council tax but they are not paying the shortfall either,

often due to the frequent recalculation of their bill which occurs under the current scheme.

Wiltshire Council's Cabinet has approved a consultation process on a number of changes and these have been consolidated to make the consultation process easier. Wiltshire Council's aim of the potential changes is to provide a simpler claims process for all concerned which is better suited to the current economic climate. There is no intention to reduce the current level of support provided, particularly to those in protected groups, but to focus support on those who are expected to make contributions towards their bill and who experience the most frequent fluctuations in their income.

If all of the proposals are accepted it is estimated that the cost of the scheme could rise by £3.28m, the majority of which will be absorbed by Wiltshire Council, however it will have an impact on the calculation of the tax base for the new financial year; what that will be is not yet advised.

Further correspondence will be sent during the consultation period to confirm the Town Council's tax base.

Town Council views on the proposals are being sought and a link to the consultation questionnaire is below.

- [Link to consultation questionnaire.](#)

The Questionnaire is primarily designed for individuals who might be affected by any changes, asking profile questions for the person completing the questionnaire.

The questionnaire to ask the following questions.

7. *Do you agree with the proposal to raise the maximum CTR entitlement up to 90% of the customer's council tax liability?*

The proposal to raise the maximum amount of CTR from 80% up to 90% of the customer's council tax liability for working age customers who do not fall within the protected scheme.

What does this change mean?

This will increase the maximum CTR non-protected customers can be awarded. However, this change would require savings to be made by the council in the provision of its services.

8. *Do you agree with the proposal to disregard Universal Credit income?*

Currently, where a claimant is in receipt of an award of Universal Credit, Wiltshire Council assess their CTR entitlement based on their maximum award and the Universal Credit income that they receive.

The proposal is to disregard the amount of that Universal Credit award in the calculation of any CTR. This means only other income will be used such as earnings, pensions, capital, etc, to calculate the customer's entitlement to CTR.

What does this change mean?

It will simplify the scheme and reduce administration costs by eliminating the need to process changes for an award of Universal Credit.

Generally, people will receive more CTR but this will depend upon a customer's circumstances.

It will reduce the number of changes to council tax bills for customers in receipt of Universal Credit.

9. *Do you agree with the proposal to change the way in which the applicable amount for a customer in receipt of Universal Credit is calculated?*

An applicable amount is the maximum amount of weekly income that a customer can receive before their income starts to affect their CTR. It is compared against a customer's income and capital to work out how much CTR they receive. The applicable amount varies depending on a customer's age, the size of their family, and any special needs they have, including any disability.

Currently, the applicable amount for customers in receipt of Universal Credit is calculated differently from other working age customers. We propose to change the CTR scheme so that the applicable amount for those in receipt of Universal Credit is calculated in the same way as all other working age customers.

What does this change mean?

All working age customers will have their applicable amounts calculated using the same rules, whether or not they are in receipt of Universal Credit.

10. *Do you agree with the proposal to restrict CTR to the maximum liability of a Band D property?*

This proposal will only affect customers who are not in the protected category.

The amount of council tax a customer pays is based on which council tax band their property is in. This is based on how much the property was worth on 1 April 1991. Homes built since 1991 are still valued on the basis of what they would have been worth in 1991.

We currently assess CTR based on a maximum of 80% of a customer's council tax liability with no band restriction applied.

We propose to restrict CTR to the maximum liability of a Band D property after any discount(s) has been applied.

What does this change mean?

Those receiving CTR who are living in a Band E or higher property will have to contribute more towards their council tax.

11. *Do you agree with the proposal to change the way in which a new application for CTR can be accepted and maintained?*

Currently, for those customers in receipt of Universal Credit, Wiltshire Council accept the notification of the award of Universal Credit from the Department for Work and Pensions as an application for CTR.

The proposal is to only accept new applications for CTR directly from the customer (or their representative), via a completed online or paper application form.

What does this change mean?

This change will transfer responsibility for making and maintaining an application for CTR to the customer. This will empower customers to take ownership of their CTR claim and their council tax bills. This will be complemented by improvements to the council's online portal.

Customers will also be responsible for notifying Wiltshire Council of any changes to their household, earnings, income and capital.

For questions 7 to 11 there are three ways to answer,

- Yes
- No
- Don't know

Options Considered

The committee needs to decide how it wishes to respond to the Council Tax Reduction Scheme consultation, which ends on the 27 November 2024

Implications and Risks

Financial and Resource Implications

Officers are unaware of any financial or resource implication for the Council associated with this decision

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.

13. REPORT FOR DECISION – REVIEW OF THE GENERAL GRANTS POLICY

Recommendation

That the committee agrees changes to the General Grants Policy, as suggested by the Grants working party.

Purpose of the Report

To agree an update to the General Grants Policy.

Background

During the assessment of the grant requests received this year the Grants working party felt that it would be helpful to make a few small changes to the General Grants Policy, and an updated policy is attached to this agenda for agreement.

Whilst most of the changes are relatively small, one new element will be the requirement to complete and return a feedback form explaining how the grant was used, what difference the funding has made and where possible provide a picture that the Council can use to show how public grant money is being spent for the benefit of the community.

The reviewed policy and associated grant forms are set out in [Doc 13/1]

Options Considered

The committee needs to decide if it accepts the policy as agreed by the Grants working party, or wishes to make further suggested amendments.

Implications and Risks

Financial and Resource Implications

Officers are unaware of any financial or resource implication for the Council associated with this decision about its commitment to support local organisations through its grant funding 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.

14. 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



COMMUNITY & CIVIC RESOURCES							
7TH NOVEMBER 2023							
NO	REF NO	COMPANY/PAYEE	DETAILS	VAT	TOTAL	PAYMENT METHOD	PAID
Direct Debit Payments							
1	POSTED	WILTSHIRE COUNCIL	Non-Domestic Rates - All Areas (2023 / 2024) - (2 Months)		7596.00	D/D	Oct & Nov 23
2	31246-31248	ALLSTAR	Petrol and Diesel for Park Vehicles inch Mowers - (2 Months)	83.82	503.00	D/D	Sept & Oct 23
3	31249	RHM TELECOMMUNICATIONS LTD	Monthly Telephone Call Charges - (1 Month)	86.25	518.08	D/D	Sept-23
4	31250	RHM TELECOMMUNICATIONS LTD	Park x 2, Venues, Events & Markets Mobile Work Phones - (1 Month)	9.92	59.54	D/D	Sept-23
5	31142-31251-31254	SSE	Elect Bill - Town Hall, Corn Ex & Cemetery - (14/06/2023 - 26/09/2023) Refund on C/Ex Bill	-530.93	-3004.36	D/D	
6	31255-31256	SSE	Elect Bill - Street Lighting & Park Centre- (28/03/2023 - 02/10/2023) Refund on Park Centre Bill	-18.22	-382.52	D/D	
7	31290-31296	BRITISH GAS	Elect & Gas Bill - Parnella House - (19/08/2023 - 20/10/2023)	38.99	740.46	D/D	
8	31257	BRITISH GAS	Elect Bill - Shambles - (01/09/2023 - 30/09/2023)	448.89	2693.44	D/D	
9	31269-31271	CROWN GAS & POWER LTD	Gas Bill - Town Hall, Hillworth Park & Superloos - (1 Month)	204.25	1315.97	D/D	Oct-23
10	31258-31259	PEAC (UK) LTD	Telephone Lease Rental & Annual Service Fee - (2 Months)	39.64	237.86	D/D	Sept & Oct 23
11	31136-31138/31260-31262	BNP PARIBAS LEASING SOLUTIONS LTD	Lease of 5 Kubota Vehicles - (2 Months)	928.68	5571.98	D/D	Sept & Oct 23
12	31139-31141/31263-31264	MERCEDES-BENZ FINANCE	Lease of 3 Parks vans - Reg WS190VW & WN200KE & WN70JZT - (2 Months)	454.42	2726.50	D/D	Sept & Oct 23
13	31265	BARCLAYCARD MERCHANT	Charges for Electronic Pin Machine (Park Café) & (Town Hall) - (1 Month)	4.00	226.26	D/D	Sept-23
14	31266 / NOV	CNH INDUSTRIAL CAPITAL	Lease of Amazone Mower - (2 Months)	152.86	917.14	D/D	Oct & Nov 23
15	31267 / NOV	WATER2BUSINESS	Water Bill for Cemetery Lodge - Monthly Instalments (2 Months)		180.64	D/D	Oct & Nov 23
16	31268	ALPHABET (GB) LTD	Lease of Maxus 3 Platform Cab Vehicle - (1 Month)	115.83	694.99	D/D	Oct-23
Government Procurement Card Transactions							
17	31272	FASTHOSTS	Charges for 50GB Exchange 2019 Mailbox - café@hillworthpark.org.uk (Monthly)	1.09	6.52	Credit Card	12/10/2023
18	31273	HSS PRO SERVICE	Manual Access Platform - Corn Exchange Decorations	44.89	587.33	Credit Card	"
19	31274	AMAZON	Card Machine Thermal Till Rolls - Café	1.45	8.70	Credit Card	"
20	31275	MORRISONS	Carnival Staff BBQ Food		44.63	Credit Card	"
21	31276	LOWERFIELD FARM MEATS	Carnival Staff BBQ Food		40.36	Credit Card	"
22	31277	POST OFFICE LTD	2nd Class Stamps - Office		37.50	Credit Card	"
23	31278	UK WRISTBANDS	Wristbands for Cinema In The Park - Hillworth Park Event	4.91	29.49	Credit Card	"
24	31279	AMAZON	A4 White Copier Paper - Office	8.76	52.58	Credit Card	"
25	31280	FASTHOSTS	Charges for 100GB Exchange 2019 Mailbox -townclerk@devizes-tc.gov.uk	1.44	8.62	Credit Card	"
26	31281	EBAY	Card Machine Thermal Till Rolls - Café		-23.10	Credit Card	"
27	31282	HSS PRO SERVICE	Deposit Refund for Manual Access Platform - Corn Exchange Decorations		-318.00	Credit Card	"
28	31283	MORRISONS	Deposit for Food Platter ref Venue Booking		20.00	Credit Card	"
29	31284	DEVIZES TOWN COUNCIL	Card Machine Testing		0.01	Credit Card	"
30	31285	PROTECT YOUR BUBBLE - AMAZON	Accidental insurance cover for Microphone order from Amazon	0.45	2.69	Credit Card	"
31	31286	AMAZON	USB Microphone Recorder - Venues	7.50	44.99	Credit Card	"
32	31287	MORRISONS	Remaining Balance of Food Platter ref Venue Booking		6.49	Credit Card	"
33	31288	AMAZON	Refunded - USB Microphone Recorder - Venues	-7.50	-44.99	Credit Card	"
34	31289	PROTECT YOUR BUBBLE - AMAZON	Refund for Accidental insurance cover for Microphone order from Amazon	-0.45	-2.69	Credit Card	"
Cheque & BACS Payments							
35	CB	DWPCMGEMPLOYER	DEO - Attachment of earnings		221.56	BACS	25/09/2023
36	31105	PKF LITTLE JOHN LLP	Professional Services for Annual Governance & Accountability Return for year ended 31 March 2023	504.00	3024.00	BACS	28/09/2023
37	31106-31108	VIKING PAYMENTS	Stationery & Diaries - Office, Venues & Parks	26.84	161.03	BACS	29/09/2023
38	31109-31111	YATE SUPPLIES	Miscellaneous Products -Venues, Superloos & Park	217.07	575.61	BACS	"
39	31112	KENNET SIGN & DISPLAY	A4 Tennis Court Sign - Parks	5.00	30.00	BACS	"
40	31113-31114	AMAC WINDOW CLEANING LTD	Window Cleaning & Bus Shelters / Hillworth Park Centre - Sept 2023	53.00	318.00	BACS	"
41	31115-31116	STONEHILL OFFICERIGHT BUS. SOLUTIONS LTD	Coffee & Sugar - Venues (Rechargeable)		106.20	BACS	"
42	31117	SYDENHAMS LTD	Barrier Tape - Parks	2.18	13.08	BACS	"
43	31118	CARTRIDGESHOP LTD	Canon Cartridges for Venues Printer	13.34	80.01	BACS	"
44	31119	DOCA	Annual Grant - 2nd Quarter 2023/24		2500.00	BACS	"
45	31120	CHLOE'S MOBILE FARM	Farm Animals for Autumn In The Park Event - 28 Oct 23	98.33	590.00	BACS	"
46	31121	CLIFTON COFFEE	Stock of Coffee - Parks Café (Rechargeable)		194.70	BACS	"
47	31122	CHAPPLE & JENKINS	Stock for parks café (Rechargeable)	20.79	124.72	BACS	"
48	31123-31126	HUNT'S FOODSERVICE	Stock for parks café (Rechargeable)	65.18	606.56	BACS	"
49	31127	CONSERVATION CONTRACTORS LTD	Reduce Beech Tree at St Mary's Church	95.00	570.00	BACS	"
50	31128	GALILEO CLOTHING LTD	Polo Shirts - Venues Staff	9.00	54.00	BACS	"
51	CB	WILTSHIRE PENSION FUND	Superannuation - September 2023		12967.76	BACS	"
52	31129	A J STONE CEMETERY SERVICES	Grave Digging - Cemetery (Rechargeable)		720.00	BACS	"

COMMUNITY & CIVIC RESOURCES COMMITTEE
7th November 2023

COMMUNITY & CIVIC RESOURCES							
7TH NOVEMBER 2023							
NO	REF NO	COMPANY/PAYEE	DETAILS	VAT	TOTAL	PAYMENT METHOD	PAID
Cheque & BACS Payments							
53	31130	R HOPKINS ACCOUNTANCY & TAXATION SERVICES LTD	Training Omega Fees - 3 Days		750.00	BACS	29/09/2023
54	31131-31132	TRAVAIL EMPLOYMENT GROUP LTD	Casual Staff - Parks Dept.	292.74	1756.46	BACS	"
55	31133-31134	AEQUALLIS ACCOUNTING LTD	Process Payroll on a Monthly Basis - Aug & Sept 2023		205.25	BACS	"
56	CB	HMRC PAYE/NIC CUMBERNAULD	PAYE / NI - September 2023		13483.17	BACS	"
57	31135	WILTSHIRE PEST SERVICES LTD	Follow up inspection ref rodent survey & inspection in chequers	12.00	72.00	BACS	"
58	31199	NATIONWIDE HIRE UK	Ford Transit Van Hire - (04/10/23 - 18/10/23) - Parks Dept.(Recharged to Rygor)	249.18	1495.07	BACS	16/10/2023
59	CB	WILTSHIRE FA	Insurance Claim paid ref broken glass at Green Lane		73.90	BACS	"
60	31148-31151	ROSES	General Stores for Parks	176.51	1058.97	BACS	"
61	31152-31154	WILTSHIRE COUNCIL	Annual Clun Licence Fees - Venues / Oct - Dec 23 - Leisure Centre Charge		22825.77	BACS	"
62	31155	T H WHITE INSTALLATION LTD	Repairs to Intruder Alarm - Corn Exchange	45.80	274.80	BACS	"
63	31156	AWDRY LAW LLP	Legal Fees ref 24 Sidmouth Street	98.80	725.80	BACS	"
64	31157	MIKE WOOD TYRES LTD	New Tyres for Kubota - Parks	29.20	175.20	BACS	"
65	31158	SPALDINGS (UK) LTD	Pruning Saws & Blades - Parks	71.11	426.65	BACS	"
66	31159-31160 / 31201	VIKING PAYMENTS	Felt Board - Shambles	6.60	39.59	BACS	"
67	31161	LIGHT & SOUND DEVICES	Security Charges for Bookings & Cinema in Park / Hire of Microphones - (Rechargeable)		457.00	BACS	"
68	31162-31163	LISTER WILDER	Repairs to Kubota - Parks	78.18	469.08	BACS	"
69	31164	ANNIE'S CATERING	Catering for Function - (Rechargeable)		100.00	BACS	"
70	31165	ALL IN ONE CATERING & BARS	Drinks & Wine etc supplied for Events- (Rechargeable)		499.80	BACS	"
71	31166-31167	SHREWTON LAUNDRY	Cleaning of Dust Mats & Tablecloths- Town Hall & Park/Café	86.50	519.00	BACS	"
72	31168	YATE SUPPLIES	Ripple Cups - Hillworth Park Café	15.13	90.76	BACS	"
73	31169	KENNET SIGN & DISPLAY	Various Banners & Signs - Shambles & Market Place	871.00	5226.00	BACS	"
74	31170	PHS GROUP	First Aid Kit - Superloos	10.82	64.90	BACS	"
75	31171-31172	GRIST ENVIRONMENTAL LTD	Waste & Recycling Collection - Venues & Parks	505.76	3034.44	BACS	"
76	31173-31175	SHIRE GARDEN MACHINES LTD	Hire of Scarifier - Recharged to Almshouses / Strimmer cord & service to Mower - Parks	44.94	269.66	BACS	"
77	31176	CHAPPLE & JENKINS	Stock for parks café (Rechargeable)	0.96	79.42	BACS	"
78	31177	DEVIZES PLUMBING AND HEATING LTD	Repairs to Water Heater - Corn Exchange		118.57	BACS	"
79	31178-31179	HUNT'S FOODSERVICE	Stock for parks café (Rechargeable)	18.83	152.19	BACS	"
80	31180-31181	HENRICH HARDWARE LTD	Various items for Parks, Superloos, Cemetery, Shambles & Venues	28.84	173.02	BACS	"
81	31182	MOLE COUNTRYSTORES	Safety Boot - Parks Staff		55.99	BACS	"
82	31183-31184	BWT UK LTD	Rental Charges for Water Machines - Venues (20/09/2023 - 19/10/2023)	23.45	140.69	BACS	"
83	31185	PREPARED MEDIA LTD	Wedding Advert in South West Times 2024/25	59.00	354.00	BACS	"
84	31186	TECHNOLOGY WITHIN	Monthly Broadband for Shambles - September 2023	10.50	63.00	BACS	"
85	31187	DEVIZES MOTOR PANELS	Tyre Inflator - Parks	5.09	30.56	BACS	"
86	31188	TELESHORE (UK) LTD	Tree Memorial Plaques 7" x 5" on spur - (Rechargeable)	23.68	142.06	BACS	"
87	31189	LEE'S JEWELLERS LTD	Re-enamel & Repair Mayoral Chain / Badge	100.00	600.00	BACS	"
88	31190-31191	DEVIZES & DISTRICT CONSERVATIVE CLUB	Deposit & Hire of Hall		95.00	BACS	"
89	31192-31194	TRAVAIL EMPLOYMENT GROUP LTD	Casual Staff - Parks Dept.	401.53	2409.20	BACS	"
90	31195	PLANKS DAIRIES	Milk for Hillworth Park Café - Sept 2023		6.21	BACS	"
91	31196	WORKWEAR (HEALTH & CARE (UK) LTD)	Various Parks Uniforms	30.28	181.67	BACS	"
92	31197	WILTSHIRE ARCH & NATURAL HISTORY SOCIETY	Cost towards Twinning Visitors		100.00	BACS	"
93	31198	SAVANNAH REVELL	Halloween Bundle Box - Shambles Event		85.00	BACS	"
94	31200	NATIONWIDE HIRE UK	Ford Transit Van Hire - (18/10/23 - 01/11/23) - Parks Dept. (Recharged to Rygor)	249.18	1495.07	BACS	17/10/2023
95	CB	THE POPPY APPEAL	Poppy Wreath for Remembrance Day		40.00	BACS	20/10/2023
96	31202	ROSES	Keys cut for Shambles	3.37	20.19	BACS	25/10/2023
97	31203	VIKING DIRECT LTD	Stationery - Office	3.49	20.93	BACS	"
98	31204	ALL IN ONE CATERING & BARS	Drinks & Wine etc supplied for Event- (Rechargeable)	47.92	287.50	BACS	"
99	31205-31207	YATE SUPPLIES	Miscellaneous Products - Venues	35.94	215.66	BACS	"
100	31208-31209	AMAC WINDOW CLEANING LTD	Window Cleaning & Bus Shelters / Hillworth Park Centre - Oct 2023	53.00	318.00	BACS	"
101	31210	RICOH LTD	Photocopier Rental Charge & Photocopies - 01/07/2023 - 30/09/2023	82.45	494.71	BACS	"
102	31211	STONEHILL OFFICERIGHT BUS. SOLUTIONS LTD	Stationery & Stamps - Office	4.62	65.20	BACS	"
103	31212	VAUGHANS KITCHEN	Catering for Function - (Rechargeable)	220.50	1323.00	BACS	"
104	31213-31215	SYDENHAMS LTD	Various products for Parks	12.32	73.90	BACS	"
105	31216-31217	PHS GROUP	First Aid Kits & Eye Wash Kits etc - Shambles	62.00	371.98	BACS	"
106	31218	KENNET PRINT LTD	Receipt Pads - Markets & Shambles	62.00	372.00	BACS	"
107	31219	GRIST ENVIRONMENTAL LTD	Clearing & Cleaning of Manhole on Green - Half cost recharged to Jennings	80.00	480.00	BACS	"
108	31220	BISHOPS PRINTERS	Printing of Messenger		899.00	BACS	"
109	31221	DOCA	Town Council Grant Project Contribution		5800.00	BACS	"
110	31222	RELIANCE APPLIANCE	PAT Testing - Venues & Park		765.00	BACS	"
111	31233-31224	SHIRE GARDEN MACHINES LTD	Various parts for Parks	23.00	138.04	BACS	"

COMMUNITY & CIVIC RESOURCES COMMITTEE
7th November 2023

COMMUNITY & CIVIC RESOURCES								
7TH NOVEMBER 2023								
NO	REF NO	COMPANY/PAYEE	DETAILS	VAT	TOTAL	PAYMENT METHOD	PAID	
		Cheque & BACS Payments						
112	31225	MARTIN WALKER ESTATE AGENTS LTD	Commercial Portfolio Management Profession Services - 01/07/23 to 30/09/23	848.00	5088.00	BACS	25/10/2023	
113	31226-31228	CHAPPLE & JENKINS	Stock for parks café (Rechargeable)	29.08	221.18	BACS	"	
114	31229	MR R SMART - R S PLUMBING	Repair to Kitchen Pipe in Corn Exchange		90.95	BACS	"	
115	31230-31233	HUNT'S FOODSERVICE	Stock for parks café (Rechargeable)	60.70	508.31	BACS	"	
116	31234-31236	OHM CLOTHING LTD	Various Uniforms & Fleeces - Office & Shambles	21.32	127.92	BACS	"	
117	31237	WATER2BUSINESS	Water Bill for Windsor Drive Allotments - (02/09/23 - 02/10/23)		106.15	BACS	"	
118	CB	WILTSHIRE PENSION FUND	Superannuation - October 2023		12791.48	BACS	"	
119	31238	TELESHORE UK LTD	Tree Memorial Plaques 7" x 5" on spur - (Rechargeable)	23.68	142.06	BACS	"	
120	31239	R HOPKINS ACCOUNTANCY & TAXATION SERVICES LTD	Professional Fees		300.00	BACS	"	
121	31240	TRAVAIL EMPLOYMENT	Casual Staff - Parks Dept.	146.37	878.23	BACS	"	
122	31241	DEVIZES BOOKS LTD	Devizes Books Gift Voucher - Autumn In The Park Event Prizes		40.00	BACS	"	
123	31242	R B POOLMAN LTD	Supply & Install Timer - Town Hall	32.40	194.40	BACS	"	
124	CB	HMRC - INLAND REVENUE	PAYE / NI - October 2023		13306.00	BACS	"	
125	CB	DWPCMGEMPLOYER	DEO - Attachment of earnings		221.56	BACS	"	
126	31243	HVP SECURITY SHUTTERS LTD	Repairs to Shutter in Shambles	76.00	456.00	BACS	"	
127	31244	SLOANS PLUMBING & HEATING LTD	Upgrade Gas Run and Recommission - Parnella House	213.50	1281.00	BACS	"	
128	31245	BLACHERE ILLUMINATION UK LTD	Christmas Tree Lights	805.62	4833.71	BACS	"	
		Salaries by BACS Payment						
		SALARIES	Employees Salaries for October 2023 Wages		46005.90	BACS	24/10/2023	
				9683.56	202606.22			

Income and Expenditure Account for Period to 30 September 2023

	PREV YEAR ACTUAL	YTD ACTUAL	YTD BUDGET	+/- %AGE	YEAR END BUDGET	YEAR END FORECAST	+/- %AGE
	<u>Operating Income</u>						
110	195,335	102,583	114,000	90%	228,000	212,040	93%
203	0	0	0	0%	0	0	0%
204	291	1,723	0	0%	100	1,723	0%
206	1,127,705	1,193,717	1,167,274	102%	1,170,325	1,204,225	103%
207	10,260	4,000	0	0%	0	4,000	0%
208	296,017	143,607	146,310	98%	292,623	292,623	100%
214	62,694	37,350	46,279	81%	92,557	74,971	81%
215	119,744	43,822	60,750	72%	121,500	87,480	72%
220	62,148	45,121	38,373	118%	58,000	68,154	118%
227	55,328	27,511	26,694	103%	53,388	55,947	105%
228	6,998	4,781	3,650	131%	7,300	9,563	131%
235	3,169	0	0	0%	3,200	3,000	94%
236	893	1,050	0	0%	893	1,050	118%
242	50,794	24,080	34,913	69%	69,825	48,179	69%
299	150	0	0	0%	0	0	0%
	1,991,526	1,629,345	1,638,242	99%	2,097,711	2,062,955	98%
						-34,756	
	<u>Running Costs</u>						
110	103,598	59,856	65,333	92%	130,665	117,038	90%
201	38,731	17,296	20,486	84%	40,972	34,592	84%
202	27,218	13,433	14,851	90%	29,702	26,866	90%
203	3,281	2,029	2,070	98%	4,140	3,932	95%
204	16,652	7,637	8,676	88%	17,351	15,974	92%
205	61,937	29,670	29,702	100%	59,403	57,546	97%
206	69,494	36,658	38,137	96%	76,273	70,796	93%
207	28,687	7,521	9,900	76%	36,000	30,848	86%
208	77,539	22,676	50,910	45%	101,826	86,328	85%
212	28,271	11,544	19,214	60%	27,635	16,355	59%
214	146,802	75,428	86,239	87%	172,477	157,673	91%
215	151,888	71,951	84,779	85%	169,557	153,628	91%
216	80,246	44,702	42,326	106%	84,653	89,404	106%
220	93,997	51,326	49,518	104%	96,036	96,674	101%
227	623,255	310,929	354,882	88%	709,759	669,492	94%
228	79,974	38,979	43,957	89%	87,913	83,480	95%
235	5,662	1,565	1,992	79%	6,488	5,628	87%
236	20,248	981	1,260	78%	21,024	20,462	97%
242	44,811	17,318	24,018	72%	48,036	39,417	82%
245	37,966	16,645	43,400	38%	86,800	86,800	100%
299	57,879	19,344	38,500	50%	91,000	97,379	107%
	1,798,136	857,488	1,030,147	83%	2,097,711	1,960,312	93%
						137,399	
						102,643	

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<u>DEVIZES TOWN COUNCIL</u>	<u>FINANCIAL YEAR 2022/23</u>	<u>30/09/2023</u>	<u>30/09/2023</u>	<u>%AGE</u>	<u>YEAR END</u>	<u>YEAR END</u>	<u>%AGE</u>
		<u>ACTUAL</u>	<u>BUDGET</u>	<u>YTD</u>	<u>BUDGET</u>	<u>FORECAST</u>	<u>ANNUAL</u>
MARKETS	INCOME	£102,583	£114,000	90%	£228,000	£212,040	93%
	EXPENDITURE	£59,856	£65,333	92%	£130,665	£117,038	90%
	EXCESS OF INCOME OVER EXPENDITURE	£42,727	£48,668	88%	£97,335	£95,002	98%
TOWN HALL	INCOME	£37,350	£60,750	61%	£92,557	£74,971	81%
	EXPENDITURE	£75,428	£86,239	87%	£172,477	£157,673	91%
	EXCESS OF EXPENDITURE OVER INCOME	-£38,078	-£25,489	149%	-£79,920	-£82,702	103%
CORN EXCHANGE	INCOME	£43,822	£38,373	114%	£121,500	£87,480	72%
	EXPENDITURE	£71,951	£84,779	85%	£169,557	£153,628	91%
	EXCESS OF EXPENDITURE OVER INCOME	-£28,129	-£46,406	61%	-£48,057	-£66,148	138%
PARK CAFÉ	INCOME	£45,121	£26,694	169%	£58,000	£68,154	118%
	EXPENDITURE	£51,326	£49,518	104%	£96,036	£96,674	101%
	EXCESS OF EXPENDITURE OVER INCOME	-£6,205	-£22,824	27%	-£38,036	-£28,520	75%
COMMERCIAL PROPERTIES	INCOME	£143,607	£46,279	310%	£292,623	£292,623	100%
	EXPENDITURE	£22,676	£50,910	45%	£101,826	£86,328	85%
	EXCESS OF INCOME OVER EXPENDITURE	£120,931	-£4,632	-2611%	£190,797	£206,295	108%
PUBLIC CONVENIENCES	INCOME	£4,781	£3,650	131%	£7,300	£9,563	131%
	EXPENDITURE	£38,979	£43,957	89%	£87,913	£83,480	95%
	EXCESS OF EXPENDITURE OVER INCOME	-£34,198	-£40,307	85%	-£80,613	-£73,917	92%
CEMETERY	INCOME	£24,080	£34,913	69%	£69,825	£48,179	69%
	EXPENDITURE	£17,318	£24,018	72%	£48,036	£39,417	82%
	EXCESS OF INCOME OVER EXPENDITURE	£6,762	£10,895	62%	£21,789	£8,762	40%
CHRISTMAS TREES - BUSINESS	INCOME	£0	£0	0%	£3,200	£3,000	94%
	EXPENDITURE	£1,565	£1,992	79%	£6,488	£5,628	87%
	EXCESS OF EXPENDITURE OVER INCOME	-£1,565	-£1,992	79%	-£3,288	-£2,628	80%
CHRISTMAS FESTIVAL & LIGHTS	INCOME	£1,050	£0	0%	£893	£1,050	118%
	EXPENDITURE	£981	£1,260	78%	£21,024	£20,462	97%
	EXCESS OF EXPENDITURE OVER INCOME	£69	-£1,260	-5%	-£20,131	-£19,412	96%
COMMUNITY SPACES	INCOME	£27,511	£3,650	0%	£53,388	£55,947	105%
	EXPENDITURE	£310,929	£354,882	88%	£709,759	£669,492	94%
	EXCESS OF EXPENDITURE OVER INCOME	-£283,418	-£351,232	81%	-£656,371	-£613,545	93%
CIVIC & CEREMONIAL	INCOME	£1,723	£0	0%	£100	£1,723	1723%
	EXPENDITURE	£7,637	£8,676	88%	£17,351	£15,974	92%
	EXCESS OF EXPENDITURE OVER INCOME	-£5,914	-£8,676	68%	-£17,251	-£14,251	83%
CORPORATE MANAGEMENT	INCOME (PRECEPT)	£1,193,717	£1,167,274	0%	£1,170,325	£1,204,225	103%
	EXPENDITURE	£36,658	£38,137	96%	£76,273	£70,796	93%
	EXCESS OF INCOME OVER EXPENDITURE	£1,157,059	£1,129,138	102%	£1,094,052	£1,133,429	104%
COMMITTEE SERVICES	EXPENDITURE	£17,296	£20,486	84%	£40,972	£34,592	84%
MEMBER SUPPORT	EXPENDITURE	£13,433	£14,851	90%	£29,702	£26,866	90%
TWINNING	EXPENDITURE	£2,029	£2,070	98%	£4,140	£3,932	95%
COMMUNICATIONS	EXPENDITURE	£29,670	£29,702	100%	£59,403	£57,546	97%
GRANTS	EXPENDITURE	£3,521	£9,900	36%	£36,000	£30,848	86%
ARTS DEVELOPMENT	EXPENDITURE	£11,544	£19,214	60%	£27,635	£16,355	59%
DEVIZES LEISURE CENTRE	EXPENDITURE	£44,702	£42,326	0%	£84,653	£89,404	106%
TOWN CENTRE SERVICES	EXPENDITURE	£16,645	£43,400	38%	£86,800	£86,800	100%
CAPITAL	EXPENDITURE	£19,344	£38,500	50%	£91,000	£97,379	107%
DEVIZES TOWN COUNCIL	INCOME	£1,625,345	£2,097,711	77%	£2,097,711	£2,058,955	98%
	EXPENDITURE	£853,488	£1,030,147	83%	£2,097,711	£853,488	41%
	EXCESS OF INCOME OVER EXPENDITURE	£771,857	£1,067,564	18%	£0	£1,205,467	127%

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[Click here](#) to return to main agenda

COMMUNITY & CIVIC RESOURCES COMMITTEE
7th November 2023

Our ref: 79883/CF06
Contact tel no:
Your ref: 79883



5 September 2023

Simon Fisher
Town Clerk
Devizes Town Council

Stonewater Limited

Suite C, Lancaster House
Grange Business Park
Enderby Road
Whetstone
LEICESTER
LE8 6EP

[e customers@stonewater.org](mailto:customers@stonewater.org)
[w stonewater.org](http://stonewater.org)

Dear Mr Fisher

Stakeholder enquiry response– reference 79883

Thank you for bringing your constituent's concerns about the lift at Chantry Court to our attention. I understand that this has been difficult for Ms Vines.

I can see that we shut down the lift at Chantry Court in July 2023, after ongoing repair issues. An engineer attended on 23 August to install new parts, but as the lift is 36 years old, the repairs process is complex. We are now looking at refurbishment work, planned to start in October. We are hoping this will fix the issues and that the lift will be working again in December. We will keep residents updated on the status of this work.

To minimise disruption during this time and help our residents continue living independently, we have installed six stairlifts at the scheme. We have also offered our residents several options for alternative accommodation while the lift is repaired, from hotels to respite care.

In the meantime, we're looking into how we can speed up the lift repairs process. Our scheme coordinator, Julia, is also helping residents with shopping and other needs, and checking in on our residents' wellbeing through weekly calls.

Our residents' safety is our priority, and our 'Stay Put' fire policy remains in place. All flat doors are fireproof, so residents would be able to stay where they are in the unlikely event of a fire, while it is resolved.

I hope this addresses the points you've highlighted on behalf of your constituents and provides assurance around what we're doing in response. If you'd like any more detail or I can be of any further help, please don't hesitate to get in touch.

Yours sincerely

A handwritten signature in black ink, appearing to read "Martin Simmonds".

Martin Simmonds
Head of M&E

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Devizes Town Council

General Grants Policy

Reviewed Policy

October 23

Devizes Town Council

General Grants Policy

COMMUNITY & CIVIC RESOURCES COMMITTEE

7th November 2023

Devizes Town Council's "General Grants Policy" regulates the provision of financial aid to organisations either based in, or working with individuals based in, the geographical area covered by the Council.

Devizes Town Council will distribute the majority of the general grant budget at its October meeting, referring to the recommendations of the Community Grants Working Party of the Community & Civic Resources Committee. Any residual budget can be distributed at the meeting normally scheduled for March in the following year. Applicants can only apply once per annum.

Devizes Town Council will exceptionally consider more urgent applications if it feels the financial position of an organisation warrants it.

Applications must be submitted on the approved application form supported by the most recent copy of audited (or as the case may be independently examined) accounts.

Applications will be initially reviewed by the Community Grants Working Party, who will make appropriate recommendations to the Community & Civic Committee and should specify the amount sought and the purpose. Grants will not typically exceed £500.

Organisations will be eligible to apply to the Community & Civic Resources Committee for Grants and/or free venue use if they meet the following criteria:

- An applying organisation must be either not-for-profit, voluntary or a registered UK charity.
- Individuals are not eligible for a grant under this policy.
- An applicant must be able to demonstrate it has a membership open to residents with no discriminatory barriers to entry.
- Such an organisation's activities must be to the public benefit of residents.
- Applications must be made using the Council's "Applications for a Community Grant" form.
- Applications forms must be submitted by the published due date each year.

The decision to give a grant or free use of a venue is at the sole discretion of the Community & Civic Committee.

The Community & Civic Resources Committee also has sole discretion in the following areas;

- the value of any grant to be awarded
- the timing and conditionality of any such grant

Organisations which are awarded a grant or free use of a Council Venue must acknowledge the contribution of Devizes Town Council in their promotional material and must complete the feedback form.

Application for a Town Council Grant or Support 2023/24

In order to allow the Council to consider your application fully, please complete this application form in as much detail as possible.

About Your Organisation	
Organisation	
Contact Name	
Address	
Daytime Phone Number	
Email	
Is your organisation a charity or non-profit company?	
If your organisation is not a charity or not for profit company, what is its purpose?	
If your application is successful, please provide the organisation bank details to enable a BACS transfer:	Account Name: Account Number: Sort Code:

About Your Work or Project	
Project Title	
Nature of the work or project	

COMMUNITY & CIVIC RESOURCES COMMITTEE
7th November 2023

<p>Duration of activity. Does the grant help fund continuous activity, if so how many days a year; or activities which have a defined a defined start and end, if so the duration of these events.</p>	
<p>How will Town Council grant aid or in-kind support benefit your organisation?</p>	
<p>If you received a grant within the last five years, please give details of how it was spent and indicate the number of people who have benefited from the work you did.</p>	
<p>Is there any other organisation providing a similar service in Devizes?</p>	

Beneficiaries of the event

--	--

Declaration

I, _____ on behalf of _____

confirm that the information given in this application is true to the best of my knowledge.

I understand that I am required to provide the most up to date statement of accounts and failure to do so will result in our request being rejected.

Date

Signed

Devizes Town Council

Grant Feedback Form

Following the success of your community grant award application, we'd need to know how the money you received benefitted your Group/Organisation.

Please could you complete this short feedback form to enable us to assess the impact of your Community Grant within 6 months of the grant award.

Name of Group / Organisation:

--

How easy was the process of applying for a Community Grant?

--

What did you use the Community Grant for?

--

What difference has the funding made in the locality/community? (Please note that we will use part/all of these quotes to promote Community Grants).

--

COMMUNITY & CIVIC RESOURCES COMMITTEE
7th November 2023

Please can you provide us with photos of what you used the Community Grant for (eg: event, or for project before and after photos). We would like to use these photos to promote the Community Grants on our website, local newspaper, posters and flyers and on social media. Please email these to: Enquiry@devizes-tc.gov.uk

IMPORTANT - Please complete the consent form on page 2

Please use this space to make any other comments which will help us improve the grants process/programme:

Name of person completing the form:

Position in Organisation:

Email address:

Can we contact you if we require any further information? (Please tick)

Yes No

Devizes Town Council - Grant Feedback Form

Photography Consent

We would be grateful if you would fill in this form to give us permission to use the photos which you have provided us with for our printed and online publicity. This would include Devizes Town Council website and social media channels (including videos) and local newspaper and magazines.

I give permission for Devizes Town Council to use the photographs I have provided them with for promotional purposes. Any individuals included in these photos have given me consent to use the photos for promotional activities.

Name of person completing the form:

Position in Organisation:

Email address:

Please return your completed form to:

Devizes Town Council, The Town Hall, St John's Street, Devizes, SN10 1BN

Email: Enquiry@devizes-tc.gov.uk

You can also call us if you any questions about this form: 01380 723333 or require further information about Devizes Town Council and its grant policy, including monitoring and reporting requirements.