



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, 23 February 2010

Time: Immediately after the Planning Committee Meeting

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

Enquiries: Town Hall - Tel: 01380 722160

Chairman: Councillor Nash

Councillors: Beinhorn
Evans
Mrs Taylor

Mrs Burton
Gagen
C S Winchcombe

East
Smith

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 5 January 2010, 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 INSPECTOR NOBLE AND SERGEANT THOMAS

Inspector Noble and Sergeant Thomas will attend the meeting and give a report. They will also answer questions previously forwarded to the office for response.

6. REPORT FOR INFORMATION – FINANCIAL REPORT

7. REPORT FOR INFORMATION – SCHEDULE OF ACCOUNTS PAID

A Schedule of Accounts Paid is attached for information (doc 7/1 – doc 7/2).

8. REPORT FOR INFORMATION – FAILURE OF THE TOWN CCTV SYSTEM OVER THE CHRISTMAS PERIOD

At its meeting on the 5 January, the committee raised serious concerns that during the Christmas period, some of the CCTV cameras were out of action. During the period of this failure, a large window in one of the Council's commercial properties was smashed, and it has been reported that to the tenants' consternation, there were no police officers available to deal with her request for assistance.

Representatives from Devizes' CCTV system, Community Area Safety Partnership and the Police, have been asked to attend the meeting and answer any questions the committee may have.

Currently, the town Council makes a contribution of £7,500 a year to the running of the CCTV system.

9. REPORT FOR INFORMATION - FOCUS DAYS FOR TOWN IN BLOOM

The Devizes in Bloom Committee has agreed to raise the profile of the event in the town by holding 2 "focus days" on Thursday 6 and Saturday 11 March.

These will involve manning a stand outside The Shambles on Thursday and in The Brittox on Saturday on a rota basis from 8am to 1pm. We have a few slots still to fill and would appreciate support from Councillors.

The objective is to inform residents and businesses about the Town in Bloom project, its implication on the regional competition, South West in Bloom, and to encourage more entries.

A Spring Competition is being instigated this year as there were so many lovely spring displays in the town last year and it was felt these should be encouraged and rewarded. This would also help in the content of our "portfolio" for the regional competition. The competition will be for front and rear gardens and single containers. Entry Forms will be available on the day and judging will take place in the week commencing 12 April.

On 2 June we plan a "Summer Show" in The Shambles to further promote Devizes in Bloom. This will feature a hanging basket workshop run by our own Parks & Open Spaces team as well as involve suppliers who will be invited to participate for a small fee. We will have some plants and shrubs from the Hillworth Park site for sale. The cost of hiring The Shambles will be covered by the income generated.

10. REPORT FOR INFORMATION – ATTENDANCE OF MEMBERS FROM WILTSHIRE PCT

Members of this committee have requested attendance from a member of Wiltshire PCT to discuss issues relating to health care provisions for residents of Devizes.

Officers have, on several occasions, attempted to invite a representative to attend a meeting of this committee to no avail. Prior to this meeting an invitation was extended to the PCT, which again they have declined, below is a copy of an email received from them

I've just spoken to Alison Knowles. Our Director of Finance, Charlotte Moar, has agreed to hold a meeting in public at a future date, so we won't attend the meeting on the 23rd.

11. REPORT FOR DECISION – 2010 NALC LEADERSHIP ACADEMY

Recommendation

To consider whether any members would wish to undertake this leadership course.

Purpose of the Report

For councillors to consider if they would wish to attend and if so which event they would like to attend.

Background

This event being held on 13-16 July 2010 or 16-19 November 2010 at Warwick University aimed at Councillors, Chairman and Mayors.

The programme will include sessions and workshops on:

- Leadership – theories and models
- Analysis of personal leadership styles using Myers Briggs type indicator test
- Leading through change
- The Chairman/Clerk relationship

- Community leadership
- Relations between the tiers
- Raising the image of your council and the public perception of its effectiveness
- 2009 NALC Leadership Academy graduate presentation and case study
- Designing a corporate plan for your council
- Gala dinner on the final night sponsored by Blachere Illuminations featuring an after dinner motivational speaker – Giles Long MBC

Other topics being considered for inclusion in round table debates:

- The power of well-being
- The devolution of community assets to local community control
- Community engagement, reaching out to all
- Empowering the local people to improve service delivery
- The creation of new councils in urban areas

Options Considered

This course provides a training opportunity for members. The cost of the course including all accommodation and meals is £799.50. There is funding available within the member's training budget for attendance at the course.

Implications & Risks

Financial and Resource Implications

There is funding available within the appropriate budget.

Legal Implications and Legislative Powers

Section 111 of the Local Government Act 1972 provides for expenditure that is reasonably incidental to the exercise of statutory powers. This would provide for the training of councillors and staff.

Environmental Implications

Officers are not aware of any environmental implications.

Risk Assessment

Training helps to ensure that members are able to carry out their duties and function efficiently.

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 – DRAFT WASTE ALLOCATION DEVELOPMENT PLAN

Recommendation

To consider the outline proposals for potential waste site allocation in east Wiltshire and decided if the committee wishes to make any informal comments on any of them.

Purpose of the Report

To consider the outline proposals for potential waste site allocation in east Wiltshire.

Background

Wiltshire Council is in the early stages of preparing a waste strategy allocation. The purpose of the strategy is to identify sites, which will meet the forecasts for demand set in the Wiltshire Core Strategy published in July 2009.

To assist the identification of these sites, Wiltshire Council are stating a period of informal consultation between the end of January and the 17 March 2010.

Wiltshire Council is inviting informal views on site they have identified, and attached to this agenda are location plans for four sites which are close to Devizes.

In considering the sites, the committee needs to identify if there are any key environmental or planning related issues which need to be considered prior to the full draft document being prepared and consulted on.

Options Considered

The committee needs to decided if they wish to respond to the informal consultation on potential waste site in the east of Wiltshire.

Implications & Risks

Financial and Resource Implications

Officers are not aware of any financial or resource implications for the Town Council associated with responding to this consultation.

Legal Implications and Legislative Powers

The Town Council is acting as consultee in this matter.

Environmental Implications

Officers are not aware of any environmental implications for the Town Council, associated with responding to this consultation; however, it may wish to consider the wider implications on the town itself.

Risk Assessment

Officers are not aware of any risk implications for the Town Council associated with responding to this consultation. It is likely that this matter will have significant local interest and therefore this the Council first opportunity to influence any likely outcome.

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 – VIREMENT OF INSIGNIA DISPLAY CASE

Recommendation

To vire the Insignia Display Case ear marked reserve totalling £4,086 and set up an ear marked reserve to provide for new gold links for the mayoral chain.

Purpose of the Report

To transfer a redundant ear marked reserve and partially provide for a new 18 carat gold link for the mayoral chain of office.

Background

The provision of gold links for the mayoral chain went out to tender late during 2008. Coppins of Lacock estimated the cost of providing three new links at £7,495. Officers are currently requesting new estimates bearing in mind the recent rise in the price of gold.

One blank link is held in the safe at this time. This will hold the names of four to six mayors depending on the length of the name.

The names of Councillors Jane Burton and John Leighton will be added to the spare link in due course, however officers will shortly need to purchase another link.

Options Considered

The committee needs to decide if they are prepared to vire this fully expensed ear marked reserve and release it to finance a new gold link at a future date.

Implications & Risks

Financial and Resource Implications

There is no current ear marked reserve for this purpose. The prevailing gold price would dictate when an order for a new link would be placed.

Legal Implications and Legislative Powers

Section 111 of the 1972 local government act give the Council ancillary powers to undertake function which are incidental to its main function.

Environmental Implications

Officers are not aware on any environmental implications associated with this decision.

Risk Assessment

Officers are not aware on any risk implications associated with this decision.

Crime and Disorder

The existing security arrangements for the mayoral chain would be unaffected.

14. REPORT FOR DECISION – MEMBER REPRESENTATION ON SKATE PARK WORKING PARTY

Recommendation

To select a Town Council representative to join a Skate Park Working Party lead by the Devizes Area Board.

Purpose of the Report

To select a member to join a Devizes Area Board lead Skate Park Working Party.

Background

At a meeting of the Area Board on Monday 25 January, it was resolved that a working party should be convened to seek a solution to the lack of a skate park in Devizes.

The working party should consist of:

- 1 Area Board member
- 1 Devizes Town Councillor
- 1 Roundway Parish Councillor
- Community Area Manager
- An officer from Wiltshire's Parks & Open Spaces
- An officer from Alternative Sports
- Play Development Advisor, Early Years
- Representation from the skateboard community.

The purpose of the working party is to pool knowledge and expertise to find a suitable location for such a facility. It may be that land needed is not currently in the ownership of Wiltshire Council and therefore the working party will consider the possibility of an acquisition.

Options Considered

The committee needs to consider whom they wish to represent the Council on this working party.

Implications & Risks

Financial and Resource Implications

Officers are not aware of any financial implication for the Town Council associated with this decision.

Legal Implications and Legislative Powers

The Town Council is acting as a consultee in this matter.

Environmental Implications

Officers are not aware of any environmental implications for the Town Council associated with this decision.

Risk Assessment

Officers are not aware of any risk implications for the Town 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.

15. REPORT FOR DECISION – TOWN COUNCIL REPRESENTATION ON THE JOINT BURIAL COMMITTEE

Recommendation

To appoint a successor to Councillor John Leighton as a Town Council member on the Joint Burial Committee.

Purpose of the Report

To select a Town Council member to take up the vacant Town Council seat on Devizes and Roundway Joint Burial Committee.

Background

Following the untimely death of the Town Mayor, a Town Council vacancy has arisen on the Joint Burial committee.

The Town Council needs to appoint a successor to Councillor Leighton who can represent the town councils interest.

The Chairmanship of the burial committee alternates between the Chairman of Devizes Town Council and the Chairman of Roundway Parish Council and this year it is the Town Council's turn.

In making a selection, the committee may wish to consider Councillor Smith, being the current Chairman of the Town Council, who in turn could be appointed the Chairman of the burial committee.

Options Considered

The Committee needs to decide if they wish to appoint Councillor Smith to represent the Town Council on the burial committee.

Implications & Risks

Financial and Resource Implications

Officers are not aware of any financial or resource implications associated with this decision.

Legal Implications and Legislative Powers

Power to provide and maintain burial grounds are provided by th Local Government Act 1972 section 214.

Environmental Implications

Officers are not aware of any environmental implications associated with this decision.

Risk Assessment

Officers are not aware of any risk implications associated with this decision.

Crime and Disorder

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

16. REPORT FOR DECISION – TAX - FREE BIKES FOR WORK

Recommendation

To decide if the Council would wish to support the Government's Cycle to work initiative, join the scheme and offer the benefits of the scheme to officers and members.

Purpose of the Report

To enable officers to proceed with the signing of an agreement for the supply of bicycles for the cycle to work scheme.

Background

The scheme works as follows.

1. Each eligible "employee", officers and members will be able to visit a Cycle scheme "partner shop" to obtain a quotation to supply equipment. The employer will then apply for a voucher authorising the shop to release the equipment to the employee. If the employer is content for the voucher to be issued it will enter into a "Hire Agreement" with the employee.
2. Following receipt of authorisation from the employer, Cycle scheme will issue an invoice for the equipment to the employer which, will be paid in 14 days. Once paid Cycle scheme will issue the voucher to the employer or the employee.
3. The employee will then collect the equipment from the shop after producing the voucher. Photographic evidence of identity will be required.
4. Cycle scheme will provide a template hire agreement.
5. The employer recovers the VAT element. The balance is recovered by a reduction in the employee's gross wages.
6. Cycle scheme may also get involved on expiry or early termination of an agreement.

The benefit to the employee is the savings achieved in Vat, Tax and National Insurance.

The benefit to the employer is a healthier workforce and a minimal saving in employers National Insurance.

Options Considered

The committee needs to decide if they are prepared to support this scheme and offer it to all of it's officers and members.

Implications & Risks

Financial and Resource Implications

There would be an initial impact on finances and resources in the set-up phase of the scheme. It is not envisaged that there will be a large uptake in the organisation.

Legal Implications and Legislative Powers

Section 111 of the 1972 local government act gives the Council ancillary powers to undertake function, which are incidental to its main function.

Environmental Implications

The scheme is intended to have an environmental impact with thousands of employees adopting the scheme nationwide.

Risk Assessment

Officers are not aware on any risk implications associated with this decision.

Crime and Disorder

Officers are not aware on any implications arising from this decision.

17. REPORT FOR DECISION – 2010/2011 CIVIC CALENDAR

Recommendation

That this committee debate and agree any changes to the draft civic calendar (doc 17/1).

Purpose of the Report

To agree the Civic Calendar for the civic year 2010 to 2011 up to and including 12 May 2011.

Background

The draft civic calendar is issued alongside this agenda and members are asked to consider any amendments to be considered at the meeting.

You will note that year's carol concert has been booked for Wednesday 8 December.

Christmas Office Closure

It is recommended that the statutory closure dates be 24 and 31 December 2010. This will result in minimal disruption with the in between the Christmas and New Year bank holidays.

Implications & Risks

Financial and Resource Implications

Officers are not aware of any financial or resource implications arising from this report.

Legal Implications and Legislative Powers

Officers are not aware of any legal implications arising from this report.

Environmental Implications

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

Risk Assessment

If key meetings are not held at appropriate times the council may fail to respond to consultative issues within the prescribed times.

It is imperative that Full Council takes place prior to the calendar year end (2010) to ensure that the precept is reported to the proper authority at the proper time.

Crime and Disorder

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

18. EXEMPT REPORT FOR DECISION – RELATING TO COMMERCIAL PROPERTIES

19. QUESTION TIME

Members will be allowed a short period in which to put questions on matters within the remit of this Committee which are not contained in the reports of matters formally considered by the Committee at this meeting. The question may be answered at the meeting or may be referred back to the Committee at a later date. The question may not be the subject of any further details.