



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 MAY 2016

Time: Immediately after Special Recreation & Properties

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

Enquiries: Town Hall - Tel: 01380 722160

The Town Mayor (Councillor Mrs Burton)

Chairman: Councillor Geddes

Councillors: Mrs Bridewell
East
Hopkins

Carter
Evans
Nash

Corbett
Giraud-Saunders

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 17 May 2016 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 – FINANCIAL REPORT - NARRATIVE INCOME & EXPENDITURE ACCOUNT 2016/2017

APRIL 2016 THEREFORE 8.3%

INCOME

1. First half of precept received April 2016.
2. Strong Bar and Catering income during April 2016.
3. Strong Bar and Catering income during April 2016.

EXPENDITURE

4. Staffing costs of Park café above anticipated budget.
5. Devizes Town Council took over the lease of the Devizes Superloo in April 2016 with the resultant staffing costs.
6. Town Centre payment in respect of CCTV made in April 2016.
7. Cost of new roof at 26 Brittox, Devizes budgeted over 2015/16 and 2016/17 financial years.

6. REPORT FOR INFORMATION – SCHEDULE OF ACCOUNTS PAID

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

7. REPORT FOR INFORMATION – COMMUNITY GOVERNANCE REVIEW

The Town Clerk and Deputy Town Clerk met with Wiltshire Council officers with regard to the process of the Community Governance Review on 20 May 2016.

It was intended that the Clerk to Roundway Parish Council would be in attendance, however, he unfortunately needed to attend a funeral and was unable to be present.

The process

Technically, the process will be that Roundway Parish Council ceases to exist as a local authority and the area that falls into the Roundway Parish will transfer to Devizes along with the assets and liabilities of the Parish Council.

The reason for this, rather than merging the two councils to form a new council, is that it would be very costly in financial and resource terms to have to legally transfer the assets and staff of Devizes Town Council. However, this is a technical matter and does not impact on the two Councils commitment to work together in partnership.

The Order

The changes are effected by way of a legal Order that Wiltshire Council has the authority to make. This will come into effect on 1 April 2017.

It is anticipated that these will be taken before Wiltshire Council over the summer and autumn

Transitional Arrangements

The Order will bring the changes into effect from the 1 April 2017, however, the elections will not take place until Thursday 4 May 2017 – with the new administration taking office from the following Monday.

In these circumstances, Wiltshire Council will put in place transitional arrangements for the Council to continue to conduct its business until the new administration is in place. Wiltshire Council can consider the views of the Devizes Town and Roundway Parish Councils as to how this might be arranged and this will be a matter for the Joint Governance Committee at its next meeting.

Financial Arrangements

Since the Order will bring the changes into effect from the 1 April 2017, a budget reflecting the situation at that time will need to be put in place. Therefore a precept will be required to be raised reflecting the two councils coming together as a single authority.

Officers have already drafted a joint budget which will be considered by the Joint Governance Committee at its next meeting

Warding Arrangements

Wiltshire Council will give consideration to Devizes Town and Roundway parish Councils views on warding arrangements. However, there may be some interim arrangements put in place due to a parliamentary and electoral review due in the next two years. At such a point, any anomalies in the boundaries can be managed to reflect a coherent representation at parish/town, unitary and parliamentary levels.

This matter will be considered by the Joint Governance Committee at its next meeting

8. REPORT FOR DECISION – WORK PROGRAMME IN RESPECT OF THE FINANCE WORKING PARTY

Recommendation

To consider the recommendations of the Working Party in respect of its programme of work

Purpose of the Report

To consider the recommendations of the Working Party and to decide whether the programme of work is appropriate and if it covers all of the areas the Committee wishes it to undertake

Background

The Working Party was reconvened at the beginning of the civic year at the request of the Town Clerk in order to make some recommendations and to guide offices in respect of a number of matters.

The Working Party met on Thursday 19 May and agreed that its work programme should include the following matters:

1. Financial Reporting – whether the current reporting arrangements are fit for purpose and are delivering the information that members need to make informed decisions
2. Scrutiny of the development of the budget for 2017
3. Review of the Mayoral Ball and consider whether there is an acceptable degree of subsidy for such an event.

If agreed a timetable will be established for the Working Party to bring these matters back to the Committee with recommendations as appropriate.

Options Considered

The Committee is asked to agree the recommendations of the Working Party that its work programme includes

1. Financial Reporting – whether the current reporting arrangements are fit for purpose and are delivering the information that members need to make informed decisions
2. Scrutiny of the development of the budget for 2017
3. Review of the Mayoral Ball and consider whether there is an acceptable degree of subsidy for such an event.

And that that the Committee considers whether there are any other matters that it wishes the Working Party to consider

Implications & Risks

Financial and Resource Implications

There are no financial or resource implications with regard to this decision, other than officer and member time

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

The matters that the Working Party is recommending that it considers are intended to improve good governance and scrutiny – it may be that a failure to agree the work programme may result in the Council being less accountable and transparent

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. 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