



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, 14 February 2017

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 Burton)

Chairman: Councillor Geddes

Councillors: Mrs Bridewell
East
Hopkins

Carter
Evans
Nash

Corbett
Geddes

AGENDA

1. MINUTES

To approve as a correct record and authorise the Chairman to sign the minutes of the Community and Civic Resources Committee Meeting held on 3 January 2017, 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 2016/2017

JANUARY 2017 THEREFORE 83%

Members have requested that any variances – or + 10% from the above figure require a narrative by officers.

INCOME

1. Precept received 50% in April and October annually.
2. The committee will be aware that during the course of the current year tenants have received some support for the Council and for a period there was an empty property. 25 Sidmouth Street has recently come to the end of its current lease. It is hoped that a new tenant can be found quickly.
3. The shortfall in actual Town Hall and Corn Exchange income figures compared to budget have recently been reported to members. A decision to implement specific marketing advice was resolved at the forward planning meeting.
4. Café income continues to be stronger than budgeted.
5. Public convenience income projected to be in excess of £8000 in the 2016/17 financial year. No budget provision.
6. Full value of JBC Admin recharge received.

EXPENDITURE

7. Low uptake during first round of community grant applications. second round during March 2017 should bring forth a greater number of applications.
8. Festival and Carnival Free use exceeded budget.

9. 4th quarter payment in respect of Devizes leisure Centre invoiced in January 2017
10. Café salary costs projected at £35,509 for the financial year against a budget of £23,000.
11. Budget provision for top up of litter collection and grass cutting not fully expended during 2016/17 financial year.
12. Expenditure on Public conveniences projected to be £64,370 in the current financial year. No specific budget provision.
13. Christmas festival & lights forecast includes £5000 area board grant agreed but yet to be received.
14. Town Centre management spend currently at 16% year to date.
15. Superloo barriers cost £3,426 not provided in 2016/17 estimates.

7. REPORT FOR INFORMATION – REPLACEMENT BUS SHELTER

In October 2015 The Town Council agreed to replace a missing bus shelter in London Road with half the funding coming through an Area Board Grant.

The land where the shelter is to be located is currently under the ownership of Aster Housing Association and as reported to the committee in August at that point Aster were looking for an annual rent which would have significant costs over many year.

Since the August report, officers have negotiated to buy the very small parcel of land at a peppercorn charge from Aster, although a valuation was required.

The process is very slow and the Council solicitors have been struggling to progress the sale at a reasonable speed. Once officer are satisfied that the sale will go through, the shelter will be ordered.

8. REPORT FOR INFORMATION – MAYORAL ALLOWANCE

The Town Mayor, Councillor Jane Burton has requested officers to provide members with an analysis of the spend of her mayoral allowance during the 2016/17 financial year.

The year to date spend of £3,072.44 equates to £46% of the annual budget for the financial year of £6,687 detailed as follows.

Mayor Making	£ 1083.72
General Expenses & Mileage	£ 732.70
Carol Concert	£ 723.17
Formal Hire	£ 180.00
Inaugural service	£ 150.60

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Christmas Cards	£ 125.75
Christmas Buffet	£ 76.50
	£ 3,072.44

9. REPORT FOR INFORMATION – NEWLAND & BELVEDERE WOODS

The progress of this project has been particularly slow. The Council Officers and Merchant Venturers have agreed the terms for a 10 year lease, with break clauses at years 3 and 7. The lease will allow for public access to the woods provided Devizes Town Council takes on responsibility for maintenance and management of the area. Officers are now waiting for the final draft of the document to be produced.

Although it has been understood by both parties that as part of the agreement the Merchant Ventures will clear the woods of existing rough sleepers, there now possibly appear to be an issues of the Merchant Ventures insurance for this work. Officers are still progressing this with the land agents for the Merchant Venturers and will provide an update once the position becomes clearer.

10. REPORT FOR DECISION – PROVISION OF TOP UP GRASS CUTTING IN DEVIZES

Recommendation

That the committee agrees to provided additional grass cutting on community land in Devizes to supplement the work undertaken by Wiltshire Council.

Purpose of the Report

To agree to undertake additional grass cutting in the parish at the Town Council's cost.

Background

Following Wiltshire Council decision to reduce the frequency of grass cutting across the County some years ago in an attempt to save money, in 2016 the Town Council agreed that the impact this was having on the general appearance of the town was detrimental.

In 2016, Wiltshire Council undertook the cutting of community grass every four weeks and therefor between May and October the Town Council funded a top up grass cutting. This work was undertaken by Wiltshire Council contractor,

It is proposed that Devizes Town Council continues the practice of providing a top up services for community grass cutting in Devizes to cover the larger area of the combined parishes of Devizes and Roundway. The budget cost for individual cuts is £2300+VAT per cut and in 2016/17, 6 additional cut were undertaken. The number of additional cuts will be a little fluid as this is always weather dependent, and with this in officers are ever hopeful for a dry summer.

As with 2016 it is proposed that top up grass cutting is undertaken by Idverde, Wiltshire Council's principle contract for grass cutting in the County. At this time the Town Council's open spaces team are not equipped to undertake this volume of work.

Options Considered

The Committee needs to decide if it agrees to enhance the quality of amenity grass in Devizes by increasing the frequency it is cut during the spring and summer of 2017.

Implications and Risks

Financial and Resource Implications

Budget provision for this work has been made within the 2017/18 estimates.

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 – APPOINTMENT OF NOMINATED TRUSTEE TO DEVIZES ALMSHOUSE CHARITY

Recommendation

To decide whether to agree that Miss Freda Tumber continues as the Nominated Trustee appointed by Devizes Town Council for the Devizes Almshouse Charity

Purpose of the Report

To consider the reappointment of Miss Freda Tumber as Nominated Trustee to the Devizes Almshouse charity for another term of office.

Background

The Charity Commission scheme for Devizes Almshouse Charity stipulates that one of the trustees of the charity should be a 'Nominated Trustee'

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appointed by Devizes Town Council, with each appointment made for a term of four years.

The current Nominated Trustee is Miss Freda Tumber and her current term was authorised by the Community and Civic Resources Committee on 19 February 2013, therefore the end of the four year term is approaching.

Miss Tumber has indicated that she is happy to continue as a trustee and the charity hope that the Town Council is content for her to continue as the Nominated Trustee for a further term.

Options Considered

The Committee are asked to decide whether to confirm the continued appointment of Miss Freda Tumber for a further four year term or whether it wishes to appoint someone else in her place.

Implications & Risks

Financial and Resource Implications

There are no financial or resource implications

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

Miss Tumber is keen to continue in the role, and it may be difficult to find anyone else with such experience and commitment to the role

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 – REQUEST OF THE DEVIZES EISTEDDFOD FOR THE TOWN MAYOR TO TAKE THE POSITION OF HONORARY PRESIDENT

Recommendation

That the Committee decide whether or not it is appropriate for the Town Mayor of Devizes to take the ongoing position of Honorary President of The Devizes Eisteddfod.

Purpose of the Report

To consider the request received from Mr Michael Johnson, Director of The Devizes Eisteddfod that the Town Mayor of Devizes take up the position of Honorary President on an ongoing basis.

Background

A letter has been received from Mr Michael Johnson on behalf of The Devizes Eisteddfod (doc 11/1 refers) which proposes that, following the death of Michael Oliver, the former Director and Honorary President, that the Town Mayor of Devizes assume the position of Honorary President on an ongoing basis.

Options Considered

The Committee need to decide if this role is one that is appropriate for the Town Mayor of Devizes to undertake

Implications & Risks

Financial and Resource Implications

The only resource implications are for the Town Mayor in undertaking the role – although there are no indications within the request that suggest it will be particularly arduous

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

There is the risk that a closer relationship with an organisation might infer special treatment, although there is no obvious suggestion that this is the case

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 – APPLICATION FOR ANNUAL GRANT SUPPORT FOR DOCA

Recommendation

That the committee considers the application from DOCA for continued annual support (Doc13/1).

Purpose of the Report

To decide if the council will provide DOCA with annual grant support for the financial year 2017/18

Background

Attached to this agenda is an application for their annual regular Town Council Grant which historically the Council has provided.

DOCA delivers a range of outdoor celebratory arts events in Devizes and the local area, with associated participatory strands for local people, working with schools and other local organisations. In their application they advise that the projects they run incorporate development activity for the community and local artists.

The application goes on to explain that the organisation undertakes fundraising work, support local organisations to deliver their own arts events and work in partnership to create new work where possible. The delivery of projects and activities is achieved through support of a large team of volunteers.

This grant request is to support the delivery of events and supply of street entertainers which over the last few year the Council has done by supplying artists directly rather than by a financial contribution.

The Town Council has allocated £5000 to support DOCA events in the 2017/18 financial year.

It is anticipated that DOCA will be making a further grant request for £10,000 towards their Management Costs. Again, historically the Council supported DOCA in this way but this is under a three year agreement.

Options Considered

The Committee needs to decide if they agree this Annual Grant Application for event support.

Implications and Risks

Financial and Resource Implications

£5000 budget provision has been made in the 2017/18 estimates.

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