

Malmesbury Town Council

Minutes of the Policy & Resources Committee held in Malmesbury Town Hall on Tuesday 13th August 2013 commencing at 7.00pm.

Present: Councillors: R E Budgen, A J Gundry, S Killane, K Power, S J Poole and A C R Woodcock

Apologies: Councillor V L Penfold, C C Doody

Also in attendance: Councillors W G Blake, F E Caton, S Cox, J E Exton, A Kettleby and M H Snell

Public Question Time

Councillor Cox asked if the Chair would deal with agenda item 7 as a priority as this was of interest to a number of councillors who were not members of the committee. The Chair replied that the item would be taken at the earliest opportunity.

.Declarations of Interest

No declarations of interest

10. Separation of the roles of Mayor and Leader

Councillor W G Blake presented his report on the separation of the roles of the Town Mayor, previously circulated as Report No.3. The Town Clerk informed the committee of an example of where the separation of the roles of Town Mayor and Leader of the council had been in operation for a number of years, albeit in a larger Town Council.

After considerable debate the committee agreed that the Town Mayor was an important element of Malmesbury's identity and RESOLVED that a Working Party is established under the direction of the Town Mayor to examine the structure of the Town Council and the support required.

11. Minutes

Resolved that the minutes of the Policy & Resources Committee meeting held on the 11th June 2013 as circulated, be received and adopted.

12. Income and Expenditure

The Chair presented a report previously circulated as Report No.1 providing information in respect of income and expenditure for the period April 2013 to July 2013. The committee noted the report.

13. Early repayment of the loan for the Town Hall

The Town Clerk had been instructed to obtain a settlement figure from the Public Work Loans Board and presented a report previously circulated as Report No.2. The report identified the scale of the premium to be attached to the outstanding loan if early repayment was made at a time of low interest rates. It was RESOLVED that the report be noted but that no further action be taken at the present time.

14. Commercial use of the Market Cross

The Chair presented a report prepared by Councillor S Shape, previously circulated as Report No.4. Consent was sought to enable the Market Cross to be used each Tuesday by commercial traders selling wet fish and organic vegetables.

The committee expressed general support for greater utilisation of the Market Cross but concern about potential conflict with the Farmers Market and a new business in the High Street.

The committee RESOLVED to support the concept of the use of the Market Cross by commercial traders for a suitable fee once appropriate procedures have been established and agreed with a Town Team. It was further RESOLVED that the specific proposal contained in the report submitted by Councillor Shape be refused.

15. Actions following the Auditor's report

The Chair presented her proposals for dealing with the issues raised by the Internal Auditor. The report had previously been circulated to the committee as Report No.5.

It was RESOLVED that:

- (a) The Chair of the committee work with the Town Clerk and the office team to establish an appropriate Risk Register
- (b) The Chair and Vice Chair of the committee work with the Town Clerk to investigate a move towards commitment accounting, initially for larger items of expenditure.
- (c) The Town Clerk will continue to place reserves on term deposit but investigate medium and short term rates so as to enable funds to be accessed as required.
- (d) The Chair and Vice Chair work with the Town Clerk to review the reserves and the manner in which they are identified before producing a report to a future meeting of this committee..

The meeting closed at 20.40 hrs.