

## **Malmesbury Town Council**

Minutes of the Policy & Resources Committee held in Malmesbury Town Hall on Tuesday 14<sup>th</sup> October 2014 commencing at 7.00pm.

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**Present:** Councillors: RE Budgen, S Cox, AJ Gundry, CC Doody, S Killane, VL Penfold, S Poole and K Power (Chair).

**Other Councillors Present:** W Jones

**Apologies for absence:** None.

**Public:** None.

### **Public Question Time**

Councillor S Cox stated that there were a series of eye-sores in the Town, which Wiltshire Council does not consider hazardous and therefore will not address at the present moment. He stated that the Town Council has some money available in reserves (Earmarked Street-furniture), that could be used to address issues such as the Tetbury Hill Co-op roundabout and the railings by the Bowls Club.

A discussion took place concerning the lack of progress to address road safety issues at Holloway.

**Resolved:** that the Mayor in consultation with the Deputy Town Clerk writes a formal letter to Wiltshire Council (copying in Councillors Thomson and Killane) asking for a start date for works at Holloway (both the manhole and parking issues).

### **Declarations of Interest**

None.

### **30. Minutes of the Meeting held on the 17<sup>th</sup> September 2014**

#### **Resolved:**

- 1) That the Minutes be approved as a correct record.
- 2) That Councillor C Doody in consultation with the Deputy Town Clerk puts some wording together to promote the small grants scheme.

### **31. Income & Expenditure**

Consideration was given to Report No.1 which detailed Income & Expenditure in 2014/15 up to the end of September.

Issues discussed included:

- The Tenancies (Accommodation Code) 4151, shows a large amount of expenditure;
- That the High Priority Project Expenses 4300, was intended as a start-up code for the Hub and not an income/expenditure code;
- That income and expenditure codes for the Hub should be set up for 2015/16; and
- Malmesbury in Bloom sponsorship.

**Resolved:**

- 1) To inform Councillors about income/expenditure against codes 4151 and 4300 (**J Whittleton**).
- 2) That new income and expenditure codes be included in the 2015/16 budget (**J Penfold**).
- 3) That the 2013/14 accounts be checked to ensure Malmesbury in Bloom sponsorship has come in (**J Whittleton & Councillor Poole**).

**32. Budget & Precept 2015/16**

A discussion took place about the budget setting process for 2015/16. The Committee noted that no information on the Grant from Wiltshire Council has been received yet.

**33. Councillor 'Surgeries' in the Hub**

Consideration was given to the possibility of running Councillor Surgeries in the Hub.

Issues discussed included:

- That the Hub User-Group believe the time is right to expand the use of the facility;
- The experience of Councillors who had taken part in a similar exercise some years ago;
- The importance of appropriate training & guidance;
- The need to act as a signpost and not to act in areas outside a Councillors expertise; and
- The needs to look at best-practise/guidelines before undertaking surgeries.

**Resolved:** that a Working Party comprising Councillors Budgen, Doody and Gundry be established to look at how Councillors Surgeries might operate.

**34. Updates on Projects and Actions**

Community Safety Policy: A discussion took place about No Cold Calling Zones. It was noted that the policy is intended to protect vulnerable persons and could be applied to specified areas rather than the entire Town.

The Committee noted that Councillors Gundry and Poole were due to attend and Emergency Plan Exercise run by Wiltshire Council.

Staff Appraisal: **Resolved:** that a meeting with Peninsula and Councillors Gundry, Budgen and Power be set up to consider staff appraisal.

Community Asset Registration: A discussion took place concerning the difficulties of registering Abbey House Gardens and the Oxford Street buildings. It was felt that buildings such as pubs and libraries, places with tangible social value, are most appropriate to list. **Councillor Power** to re-circulate the original list of sites.

CCTV: The Committee noted that any extension in the areas covered would have to be preceded by public consultation.

Flying Monk Ground & the Malmesbury Victoria Football Club: A discussion took place about the handling of complaints, the roles of the Town Council, Wiltshire Council and the Police, and the importance of protecting complainant's identities.

A Boards and the Market Cross: Councillor Gundry stated that business owners were being invited to a meeting to discuss the issue.

**The meeting closed at 8:55pm.**