

## **Malmesbury Town Council**

Minutes of the Policy & Resources Committee held in Malmesbury Town Hall on Tuesday 21<sup>st</sup> July 2015 commencing at 7.00pm.

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**Present:** His Worship the Mayor, Councillor A J Gundry  
Councillors: R E Budgen, S Cox, C C Doody, J Exton, W R Jones (Chair)  
V L Penfold and S Poole

**Apologies for absence:** Councillor R F Sanderson

### **Public Question Time**

No questions raised.

### **Declarations of Interest**

No declarations of interest

### **12. Minutes**

Resolved that the minutes of the Policy & Resources Committee meeting held on the 9<sup>th</sup> June 2015 as circulated, be received and adopted.

### **13. 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 2015 to June 2015. The committee noted the report.

Councillor Cox enquired about section 106 money for St Aldhelm's Mead and was advised to prepare a report for the Town Hall and Facilities Committee setting out proposed improvements for the park.

### **14. Discretionary payments within pension scheme.**

The Town Clerk presented a report on the discretionary elements of the Local Government Superannuation Scheme administered by Wiltshire Council. The committee was invited to adopt a policy for dealing with areas of discretionary payments and awards. A suggested policy had been circulated by the Town Clerk and it was proposed by Councillor Poole, seconded by Councillor Penfold and RESOLVED that the policy as presented be approved and sent to Wiltshire Council.

### **15. Request from Town Hall and Facilities Committee – repairs to stone walls.**

The Town Clerk presented a request from the Town Hall and Facilities Committee for funding to be made available to continue with the necessary repairs to the external stone walls of the Town Hall. The Town Clerk advised that the majority of the work could be funded by using the money in the budget to be set aside this year for depreciation of the Town Hall plus the predicted underspend on modernising the external fire escape leaving a balance of approximately £5,000 to be taken from reserves. It was proposed by Councillor Poole, seconded by Councillor Penfold and RESOLVED that the money be made available as suggested and that work commence as soon as possible as a single contract. It was further proposed by Councillor Gundry, seconded by Councillor Budgen and RESOLVED that the

contractor used for the first phase of the work be invited to complete the second phase.

**16. Co-option of councillors**

The Town Clerk presented a report suggesting the methodology to be used when co-opting councillors to serve on the Town Council. It was proposed by Councillor Gundry, seconded by Councillor Penfold and resolved to RECOMMEND to the Town Council that the procedure outlined in the report be adopted with the candidates being interviewed without the press and public being in attendance at an extraordinary meeting of the Town Council.. It was further proposed by Councillor Gundry, seconded by Councillor Penfold and resolved to RECOMMEND to the Town Council that voting for candidates should be by ballot as stated in Standing Orders.

**17. Communications policy working group**

The Chair advised the committee of his desire to recreate the Communications Policy Working Group and invited other councillors to assist. It was RESOLVED that the revised Working Group would be comprised of Councillors Jones, Gundry, Exton and Penfold

**18. Cloister Gardens**

The Chair expressed concern that the responsibility for Cloister Gardens rested with the Policy and Resources Committee whereas he felt it should be included within the terms of reference for the Town Hall and Facilities Committee. It was proposed by Councillor Jones, seconded by Councillor Poole and resolved to RECOMMEND to the Town Council that the change be implemented as soon as possible.

**The meeting closed at 19. 52 hrs.**