

ROYAL WOOTTON BASSETT TOWN COUNCIL

Minutes of a meeting of Royal Wootton Bassett Town Council held on Thursday 5th April 2018 at 7.30pm at Manor House, Lime Kiln, Royal Wootton Bassett.

PRESENT: Councillors: Robert Anstee, David Bowler, Steve Bucknell, Mary Champion, Mike Farrow, Nic Hughes, Sue Hughes, Mike Leighfield, Caroline Redmond, Marion Sweet, Steve Walls, Steve Watts.

Officers in Attendance: Johnathan Bourne, Town Clerk, Michelle Temple, Administrative Services Manager, Kelly Warren, Administrative Officer and Committee Clerk and Dave Williams, CCTV Supervisor.

98. APOLOGIES

Apologies were received from Councillors Janet Georgiou, Paul Heaphy and Jenny Stratton.

99. DECLARATIONS OF INTEREST

To receive Declarations of Interest in accordance with sections 10 and 12 of Wiltshire Council's Members Code of Conduct, as adopted by Royal Wootton Bassett Town Council at a meeting held on Thursday 12th July 2012.

RESOLVED to note that no Declarations of Interest were received.

100. WRITTEN REPORTS

Written reports were received and circulated at the meeting from the following: -

- James Gray, MP
- Councillor Steve Walls on the recent Area Board Meeting

Councillor Sue Hughes gave a verbal update on the Local Youth Network (LYN) and advised Members that the LYN is receiving fantastic support and there are opportunities opening up to serve the needs of the youth.

Councillor Sue Hughes also gave a verbal update on the Chamber of Commerce where she informed Members of a GDPR training session of which she attended. The session was very informative and the Chamber are looking to expand the session into a surgery to provide legal/technical advice. It was also mentioned that the Chamber are looking to reach out to other businesses to join them.

101. CONFIRMATION OF MINUTES

RESOLVED to confirm and sign minutes of a meeting of the Council held on Thursday 22nd February 2018 [RWBTC/8/2017-2018]. Copy previously circulated.

102. MAYOR'S COMMUNICATIONS

The Mayor advised the Council of a number of events that he had attended in recent weeks, including the Harold Joliffe One Act Play, RWB Football Club Fundraiser, Lyneham Air Cadets Dining in Dinner and the Rule of Law Service at Salisbury Cathedral.

The Mayor also attended the RWB litter pick and commended Councillor Nic and Sue Hughes for arranging a fantastic community event.

103. TO ANSWER ANY QUESTIONS

There were no questions received either with or without notice received under Standing Orders.

104. PLANNING COMMITTEE

RESOLVED to note the report on a meeting of the Planning Committee held on Thursday 22nd February 2018 (P/9/2017-2018) copy previously circulated.

105. AMENITIES COMMITTEE

RESOLVED to note the report on a meeting of the Amenities Committee held on Thursday 22nd March 2018 (A/6/2017-2018), copy previously circulated.

106. REVENUE AND RESOURCES COMMITTEE

RESOLVED to note the report on a meeting of the Revenue and Resources Committee held on Thursday 22nd March 2018 (R&R/6/2017-2018), copy previously circulated.

107. PERSONNEL SUB COMMITTEE

The Council was asked to appoint a member to serve on the Personnel Sub Committee following the resignation from the Council of Rebecca Hearne.

RESOLVED to appoint Councillor Marion Sweet to the Personnel Sub Committee.

108. ANNUAL CCTV REPORT

To receive the Annual CCTV report from the Town Council CCTV Supervisor, David Williams. Copy previously circulated.

Dave Williams was in attendance to provide an overview of his report and to answer any questions.

Members passed on their thanks to Dave and his team of volunteers.

109. ANNUAL GOVERNANCE STATEMENT FOR THE YEAR ENDING 31st MARCH 2018

The Accounts and Audit Regulations 2015 require smaller authorities to conduct a review of the effectiveness of the system of internal control each financial year, and prepare an annual governance statement in accordance with proper practices in relation to accounts.

The purpose of the annual governance statement is for an authority to report publicly on its arrangements for ensuring that its business is conducted in accordance with the law, regulations and proper practices and that public money is safeguarded and properly accounted for.

The Council was asked to review and agree questions 1-9 on Section 1 of the Annual Return, Annual Governance Statement 2017-2018, copy previously circulated.

RESOLVED to adopt Section 1 questions 1-9 all answered affirmative on the Annual Governance Statement 2017-2018.

110. INTERNAL AUDIT REPORT

RESOLVED to note the Internal Audit Report for the 2017 – 2018 financial year, copy previously circulated.

111. COMMUNITY HUB

No update available as still awaiting a meeting date from Councillor John Thompson and Laurie Bell.

112. FORTHCOMING MEETINGS AND EVENTS

The Council noted the following events: -

Civic Awards, Thursday 12th April 2018, 7pm, Wiltshire Golf Hotel

Annual Town Meeting, Thursday 26th April 2018, 7pm, Sacred Heart Church Hall

Mayor Making, Thursday 10th May 2018, 7pm, St Bartholomew's Church

Appointment of Committees meeting, Thursday 31st May 2018, 7.30pm, Manor House

113. COMMUNICATIONS

RESOLVED to issue communications on the CCTV suite and its volunteers. To include the number of volunteer hours, the amount of money it has saved the Council and the types of cases the CCTV volunteers have helped with assisting the Police.

Meeting Closed at 8.05pm