

**WOOTTON BASSETT TOWN COUNCIL**

Minutes of a Meeting of the Revenue & Resources Committee held on Thursday 31<sup>st</sup> March 2011 at 7.30pm in the Council Chamber, Council Offices, Station Road, Wootton Bassett.

PRESENT: Councillors: Susan Doyle, Owen Gibbs, Paul Heaphy, Mike Leighfield, Peter Roberts, Steve Walls

Also in Attendance: Jenny Stratton, Audrey Wannell,  
Christopher Wannell

Officers in Attendance: Johnathan Bourne, Town Clerk  
Emily Maiden, Administrative Assistant

**42. APOLOGIES**

Apologies for absence were received from Councillor Mary Champion.

**43. DECLARATIONS OF INTEREST**

To receive Declarations of Interest in accordance with the Local Authorities [Model Code of Conduct] Order 2007.

RESOLVED to note that no declarations of interest were made.

**44. CHAIRMAN'S ANNOUNCEMENTS**

The Chairman notified the Committee that Councillor Peter Doyle has resigned his seat on the Town Council. Councillor Leighfield, Deputy Chair of the Committee, has therefore taken on the role of Chairman for tonight's meeting. Due to the proximity of the end of the Civic year, a new Chair will

not be appointed until the start of the next Civic year, and the appointment of Standing Committees.

The Chairman informed the Committee that a Working Party decided upon at the March 10<sup>th</sup> meeting of the Amenities Committee are to visit Community Halls in Gloucestershire on Friday April 1<sup>st</sup>, in order to establish what is and what isn't possible in relation to Community Hall provision for Wootton Bassett. The Working Party will visit two halls to begin with, namely The Main Place in Coleford and the ecologically ground breaking hall in Eastington, Stroud.

#### **45. CONFIRMATION OF MINUTES**

RESOLVED to confirm and sign minutes of a meeting of the Revenue and Resources Committee held on Thursday 27<sup>th</sup> January 2011 [R&R/5/2010-2011]. Copy previously circulated.

#### **46. GRANT AID APPLICATIONS**

Members were asked to consider the following Grant Aid Applications:

- a) Wootton Bassett Cricket Club
- b) Wootton Bassett Carnival
- c) Prospect Hospice

To date, four awards have been made this financial year, leaving the remaining balance at £423.

A report from Emily Maiden, Administrative Assistant, was attached.

Following a brief discussion, it was RESOLVED to award Wootton Bassett Cricket Club £400, with the remaining £23 of the budget to go to Prospect House.

There followed a discussion about the application for Grant Aid made by Wootton Bassett Carnival. The Town Council has a £1000 Events budget for 2011-12, which is separate to the Grant Aid budget discussed above. It was RESOLVED to award £500 of the Events budget for 2011-12 to Wootton Bassett Carnival.

The Committee felt that the Carnival may raise further funds by having stationary marshals along the route with buckets to collect donations, and it was suggested that the Town Clerk write to the Carnival Committee to this effect.

#### **47. RESPONSE TO LOSS OF SLA FOR INFORMATION SERVICES.**

A report with recommendations was circulated prior to this meeting. The report contained data from Wootton Bassett Town Council administrative staff on the type and volume of enquiries made in the month of February 2011.

The data showed that a large number of enquiries fall under the remit of Wiltshire Council. Following a brief discussion, it was therefore RESOLVED to accept the recommendations included within the report, which were:-

- a) To explore the idea of issuing information cards containing useful Wiltshire Council contact details. Funding for the printing to be sought from the Area Board, and it is a project which could be extended to include Cricklade, Purton and other within the Community Area.
- b) To allow the Wootton Bassett Town Council staff to continue to support the residents of the town by exercising their discretion when dealing with enquiries.

With regards to recommendation a), it was further RESOLVED to include the names of both the Town Councillors and Wiltshire Councillors on the

cards, to help promote their services. This suggestion will therefore be raised at the Area Board meeting of the 25<sup>th</sup> May.

**48. CAMPUS DELIVERY PROGRAMME – ESTABLISHMENT OF SHADOW BOARD.**

The Chairman raised the following points in an update on the development of the Campus Delivery Programme following the Area Board meeting of March 23<sup>rd</sup> 2011.

- The meeting was very well attended, with a large representation from the Swimming Club.
- Some applications for appointment to the Shadow Board have already been made. The deadline for applications causes problems for the Town Council, as there is no full Council meeting until after the nominations have to be received. Lucy Murray-Brown, Wiltshire Council Officer appointed to the Wootton Bassett Campus scheme, has allowed the Standing Committees to submit names which will then be confirmed at the full Council meeting of April 7<sup>th</sup>.

Two names were suggested at the meeting of the Amenities Committee on March 10<sup>th</sup> 2011, originally to focus the Council's aspirations on a Community Hall project. The names chosen were Councillor Mike Leighfield and Councillor Susan Doyle, who are Chairs of the two Standing Committees.

RESOLVED to accept the approach adopted by the Amenities Committee, and recommend to Council that Councillor Mike Leighfield is put forward to take lead place on the Shadow Board, with Councillor Susan Doyle as his deputy.

#### **49. PRESS RELEASES**

RESOLVED to issue Press Releases in respect of the following:-

- 1) Grant Aid awards decided upon by this Committee
- 2) A reminder about the Community Forum to be held on April 16<sup>th</sup>
- 3) Where Wootton Bassett is in terms of the Campus Delivery Programme.

*Meeting closed at 8.10 pm*