

QUESTION TIME

To receive questions from members of the public for a period not exceeding ten minutes.

AGENDA

1. APOLOGIES

2. DECLARATIONS OF INTEREST

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

3. CHAIRMAN'S ANNOUNCEMENTS

To receive any announcements the Chairman wishes to make.

4. CONFIRMATION OF MINUTES

To confirm and sign minutes of meetings of the Committee held on Thursday 31st March 2011 [R&R/6/2010-2011] and Thursday 12th May 2011 [R&R/1/2011-2012]. Copies previously circulated.

5. CCTV ANNUAL REPORT

To receive a report from David Williams, CCTV Supervisor. Copy attached, *Appendix A*.

6. GRANT AID APPLICATIONS

Members are asked to consider the following Grant Aid Applications:

- a) Longleaze Primary School
- b) Wootton Bassett Carnival

A report from Emily Maiden, Administrative Assistant, is attached.
Appendix B.

7. INTERNAL AUDIT REPORT

Report from the Council's Internal Auditor in respect of internal audit work carried out on 14th March 2011. Copy attached, *Appendix C.*

8. ANNUAL STATEMENT OF ACCOUNTS FOR THE YEAR ENDING 31st MARCH 2011

Report from Kalpesh Patel, Accountant. Copy attached, *Appendix D.*

The Council have made a saving of 5.5% over the financial year, equating to a total of £44,000.

The Committee is asked to adopt the accounts for the financial year ended 31st March 2011.

9. FUTURE OF THE CIVIC CENTRE

For many years the Council has understood that the existing Community Hall facility at the Civic Centre is no longer fit for purpose. The Council has been actively exploring possible alternatives.

The Council has now decided that its preferred option is to promote the creation of a new Community Hall facility as part of Wiltshire Council's Campus Scheme.

It is suggested that the Council resolve as follows:-

If the Wiltshire Council Campus Scheme provides the town with a suitable alternative Community Hall facility, then the Council will dispose of the Civic Centre in whatever way is considered most appropriate at that time.

10. DISPLAY CABINET FOR APPRECIATION GIFTS

Preliminary meetings have now been held with members of the Royal British Legion, who have indicated that they are happy with the Council to proceed in finalising designs for the appreciation gifts cabinet, and that they would like to make a donation towards the cost. Although the final amount is yet to be determined, the Royal British Legion have indicated that they may be in a position to donate up to £2000 towards the project.

At present the Council has no specific budget allocated for this project, but is in a position to draw from the Council reserve.

It is recommended that the Revenue and Resources Committee authorise expenditure of up to £6000, and authorise the previously appointed Working Party to finalise the project.

11. SALE OF MEMORABILIA

Request from Councillor Chris Wannell for the Committee to consider allocating an amount from its reserve for the production of memorabilia to include the new coat of arms for Royal Wootton Bassett. It is suggested that there will be a high demand for such memorabilia, particularly at the forthcoming Royal event, and so although the Council is asked to fund these in the first instance, the project should look to make a profit.

It is recommended that if the Committee wishes to proceed with this, a specific authorisation for up to £4000 is made, to include gifts presented on behalf of the Council.

A copy of the current memorabilia, with list prices, is attached. *Appendix E.*

12. THUNDER RALLY FOR AFGHAN HEROES

The Committee is informed that Richard Guest of G4S FM has made enquiries at the request of Afghan Heroes, about using the Showfields area for car parking at the T2 Thunder Rally, to be held at Wootton Bassett School over the August Bank Holiday weekend. A letter from Afghan Heroes is attached, *Appendix F.*

The Event Manager is keen to emphasise the two points outlined below:-

- Any damage that occurs to the Showfields area will be repaired at no cost to the people of Wootton Bassett.
- Security marshals will be provided to cover the Showfields area for the duration of the event, both to ensure public safety and to prevent damage to the area.

The Committee is asked to make a recommendation on this matter to be taken to the next Full Council meeting.

13. PRESS RELEASES

The Committee is asked to consider whether it would like any Press Releases issued in respect of the Committee Agenda items.