

**WOOTTON BASSETT TOWN COUNCIL**

Minutes of a Meeting of the Revenue & Resources Committee held on Thursday 22<sup>nd</sup> September at 7.00pm in the Council Chamber, Council Offices, Station Road, Wootton Bassett.

**PRESENT: Councillors:** Steve Bucknell, Susan Doyle, Owen Gibbs, Paul Heaphy, Mike Leighfield, Peter Roberts, Steve Walls and Chris Wannell

**Also in Attendance: Councillors:** Jon Booth, Linda Frost, Jenny Stratton and Audrey Wannell.

**Officers in Attendance:** Johnathan Bourne, Town Clerk, Michelle Temple, Administrative Team Leader, Emily Maiden, Administrative Assistant.

**16. APOLOGIES**

No apologies for absence were received.

**17. 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.

**18. CHAIRMAN'S ANNOUNCEMENTS**

To receive any announcements the Chairman wishes to make.

RESOLVED to note that no announcements were made.

## **19. GRANT AID DONATIONS**

The Revenue and Resources Committee were due to receive brief presentations from Longleaze Primary School and Wootton Bassett Carnival, in respect of Grant Aid applications submitted to the meeting held on 23<sup>rd</sup> June 2011.

Decisions on the two applications were deferred until the organisations had presented their projects to the Revenue and Resources Committee for consideration; they were therefore invited to attend the meeting.

Neither organisation was in attendance.

## **20. APPLICATIONS FROM THE AMENITIES COMMITTEE FOR RELEASE OF PROJECTS FUNDS**

The Council has a Project Fund of £68,515. At a meeting of the Amenities Committee on 8<sup>th</sup> September 2011, the following items were discussed:-

### **a) Jubilee Lake Car Park Extension**

The Amenities Committee considered three options for extending the car park at Jubilee Lake, and recommended the use of a Geogrid system. Three quotations for a Geogrid were sourced, the cheapest being £17,853.

The Amenities Committee is therefore making an application to the Revenue and Resources Committee for the release of funding to allow the installation of a Geogrid system, to support an additional 20 car parking spaces at Jubilee Lake at a cost of £17,853.

The Committee was asked to consider releasing funds for the completion of this project.

**RESOLVED** to release the funding to allow for installation of a Geogrid parking system at Jubilee Lake.

b) Bus Shelter – Marlowe Way

The Amenities Committee was asked to consider the provision of a new bus shelter at the bus stop in Marlowe Way, which currently has no bus shelter and has seen an increase in use since the change to Stagecoach services in Wootton Bassett. The Amenities Committee felt that a shelter should be provided in Marlowe Way, to match the other bus shelters across the town.

The cost of a shelter for Marlowe Way would be £5700. The Amenities Committee recommend that the Revenue and Resources Committee release funding from the Council's Project Fund for the installation of a new bus shelter in Marlowe Way.

The Committee was asked to consider releasing funds for the completion of this project.

RESOLVED to release the funds for the installation of a new bus shelter in Marlowe Way.

**21. INTERNAL AUDIT REPORT 2010-2011**

Report from Stuart J Pollard, Director, Auditing Solutions Ltd, detailing the final update for 2010-2011. Copies previously circulated.

The Committee was asked to note the report.

RESOLVED to note the Internal Audit Report.

**22. CIVIC CENTRE MAINTENANCE**

The Caretaker at the Civic Centre identified repair works needed to the stone work and emergency fire escape at the Civic Centre.

The Council's professional advisors have been asked to investigate these issues and make a recommendation.

It is their recommendation that the Council should allocate £25,710 for the repair work to be carried out at the Civic Centre.

The Committee was asked whether it wished to proceed with the specification and tendering of this work.

RESOLVED to defer a decision on this matter until Members have seen the report from the Council's professional advisors. Report to be circulated as soon as possible.

### **23. PRESS RELEASES**

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

RESOLVED not to issue any Press Releases.

### **24. EXCLUSION OF PUBLIC AND PRESS**

RESOLVED that Members of the public and press be requested to leave the meeting to allow discussion of the establishment, property and finance matters as it is considered that the publicity would be prejudicial by reason of the confidential nature of the business to be transacted.