

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 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 12th July 2012.

3. CHAIRMAN'S ANNOUNCEMENTS

To receive any announcements, the Chairman wishes to make.

4. CONFIRMATION OF MINUTES

To confirm and sign minutes of a meeting of the Committee held on Thursday 25th January 2018 [R&R/5/2017-2018]. Copy previously circulated.

5. CHILD PROTECTION AND ADULT SAFEGUARDING AND ACCESS AUDIT POLICY

The Town Council had a request for the above two policies from the Museum Group so they could use the documents as part of a grant application they wish to submit.

At a meeting of the Full Council held on Thursday 22nd February 2018 the policies were examined and the following recommendations were made.

- Amend the Child Protection and Adult Safeguarding Policy to include that the Town Council is one of the “safe places”.
- Amend the Access Audit Policy to refer to the Museum Group and not Museum Trust.
- Review escalation in case of disclosure.
- Review the policies every two years unless where new legislation has come in.

The Town Council has confirmed it does not itself need an escalation policy as this would require training to deal with vulnerable people. Instead, it is sufficient to know in the event of disclosure that this is reported to the relevant agency. The policy has been amended to reflect this.

The Committee is now asked to adopt these revised two policies, copies attached, *Appendix A*.

6. CALENDAR OF MEETINGS

At a meeting of the Full Council held on Thursday 22nd February 2018 the Council adopted all the dates with the exception of 25th October 2018 and 1st November 2018 due to it being half term.

As requested by the Council these dates have been revised to 4th October 2018 and 8th November 2018. A copy of the revised calendar of meetings is attached, *Appendix B*.

The Committee is asked to adopt the revised dates.

7. COMMUNITY HUB

To receive a verbal report from Councillors Mike Leighfield, Marion Sweet and the Town Clerk who will have met Councillor John Thompson and Laurie Bell by the time of the meeting.

8. COMMUNICATIONS

The Committee is asked whether it wishes to issue any press releases or other communications in respect of the committee agenda items.

9. EXCLUSION OF THE PUBLIC AND PRESS

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