

Malmesbury Town Council

Minutes of the Policy & Resources Committee held in the Council Chamber, Town Hall, Malmesbury on Tuesday 5th June 2007 at 7pm.

Present: His Worship the Mayor, Councillor J R Lawton
The Deputy Mayor, Councillor A C R Woodcock
Councillors: Mrs A L Davis, Mrs C C Doody, P J Goldstone,
M H Snell, and C M Vernon

Apologies: Councillors J A Bowen, and R F Sanderson

Attendance Councillor W G Blake

Public Question Time

No questions were submitted

Declarations of Interest

No declarations were made

1. Minutes

Resolved that the minutes of the Town Council meeting held on the 20th March 2007, as circulated, be received and adopted.

The following points were raised:-

Min 7/03 - The draft lease for Friends of Athelstan Museum had been prepared and it was confirmed that the rental would be market rent or such lesser figure as the Town Council may determine at the review period. The Friends of Athelstan Museum would be responsible for all maintenance and repairs of the area occupied by the Museum. The basic fire fighting equipment would be provided by the Malmesbury Town Council and cost of provision charged to the Museum.

Min 9/03 - The leases for the tenancies of the Flying Monk Playing Field were being prepared by the solicitor. In the meantime the Malmesbury Victoria Football Club had requested that the Town Council submit a planning application on behalf of the club and in the capacity of landlord. Members agreed to the request provided no cost fell upon the Town Council.

2. Membership of the Personnel Panel

Councillors had received a report previously circulated with the agenda for the meeting as Report No.1, outlining the need to select a third Councillor to serve on the Personnel Panel as required. It was resolved that the Personnel Panel for 2007/8 be comprised of the Chair and Vice-Chair of Policy & Resources Committee and Councillor Mrs C C Doody.

3. Malmesbury Town Hall Project Board

Members of the committee had received a report previously circulated with the agenda for the meeting as Report No.2, providing information on the current Town Councillor representatives on the Board. It was resolved that the membership remain unaltered and that the situation be reviewed at the next meeting of Policy & Resources Committee

4. Christmas Lights Working Group

A report had been circulated as Report No.3 advising members on the work of the Group and seeking confirmation of membership to take forward the issue of Christmas Lights for the town centre. It was resolved that a Working Group be reformed Chaired by Councillor C M Vernon and comprised of Councillors P J Goldstone, J R Lawton, R F Sanderson, M H Snell and A C R Woodcock. The Deputy Town Clerk would arrange a meeting as soon as information from supplier had been received.

5. Financial Report for year ending 31st March 2007.

A report had previously been circulated as Report No.4 coupled with a detailed analysis of expenditure against budget for the financial year 2006/7. The Committee resolved to RECOMMEND to the Town Council that the following unspent monies be placed into earmarked funds or carried forward against known or anticipated expenditure in 2007/8 rather than returned to general reserves:-

Town Council	£6,000	Job Evaluation
	£3,256	Office Equipment
	£ 795	Section 137 Grants added to 2007/8
Leisure & Youth	£2,860	White Lion Park
	£5,605	Cloister Gardens
	£1,800	Tree Pruning
Town Hall	£39,167	Loan repayments to Project fund
Planning & Env.Issues	£2,500	Conservation Areas
	£1,000	Market Cross
	£2,500	Communications, to be used to fund move towards fair trade town status and plastic bag free town.
Town Promotion & Tourism	£500	To contribute to publication costs of leaflets already ordered in 2006/7

6. Malmesbury & District Twinning Association

Members considered a demand from the Malmesbury & District Twinning Association for payment of a £300 grant for the current financial year and the same amount for 2005/6. A report had previously been circulated as Report No.5 with the letter received from the association attached. It was resolved that the payment of £300 would be made for the current financial year, subject to the association producing a copy of accounts for the last year. The demand for payment of £300 in respect of 2005/6 would be referred to the Town Council for decision, as the money would need to be withdrawn from general reserves. The association would be advised that the current level of financial support could not be guaranteed for future years. **Recommendation to Council** that £300 is paid to Malmesbury & District Twinning Association for 2005/6.

7. Value Added Tax

The committee considered a report previously circulated as Report No.6 advising of the need to register for Value Added Tax. It was resolved that the Malmesbury Town Council will register for Value Added Tax on the 1st September 2007.

The meeting closed at 20.30 hrs.