

Malmesbury Town Council

Minutes of the **Policy & Resources Committee** held in Malmesbury Town Hall on Wednesday **9th October 2019** commencing at 7.00pm.

Present: Councillors: Councillors J E Exton, W R Jones (Chair), G Grant (Vice- Chair)

P Newman, K Power, Cllr Ritchie, F Vandelli, Richard Spencer Williams (Clerk).

Apologies: Councillor R Budgen,

Other Present: Councillor P Exton, E Evans, R Sanderson

Declarations of Interest: None.

33. APOLOGIES FOR ABSENCE

Councillor Budgen.

34. PUBLIC QUESTION TIME

There were no public questions.

35. To receive and adopt the minutes of the Policy and Resources Committee held on the 4th September 2019.

Resolved that the minutes of the Policy and Resources Committee held on the 4th September 2019 be received and adopted.

36. To consider the work of the Malmesbury Flood Working Group.

Ray Sanderson and Edward Evans outlined the governance arrangements of the Malmesbury Flood Working Group (MFWG). It was suggested that there was an opportunity and benefit for both the Council Flood Wardens and MFWG to coordinate their efforts in relation to flood defence, and it was acknowledged that each were complimentary in their functions. Ray and Edward suggested the Council have a representative on the MFWG.

Ray and Edward also presented an outline of the groups flood defence scheme they have developed for lower High Street / St Johns area with the support of Wiltshire Council. The scheme now requires a detailed cost benefit analysis and modelling. The cost of this piece of work has been quoted for at £5000 of which Wiltshire Council have committed £3000. The MFWG asked the Council if they would be prepared to make a contribution of £2000 towards this work.

Resolved to propose to Full Council for a Council MFWG representative to be nominated.

Resolved to present to Full Council an outline report of the MFWG defence project on the 29th October.

37. To receive an update from the Single Use Plastics reduction Working Group.

Cllr Vandelli gave an update on the Single Use Plastics Reduction Working Group and presented a proposal to widen the scope of the working group to incorporate the emerging priority of the global climate emergency as outlined in Report No 1.

In support of the need to recognise the importance of the issues involved, Cllr Vandelli

proposed the Committee both acknowledge, and recommended the Environmental and Climate Protection Policy (draft).

Resolved to establish a 'Climate Emergency Subcommittee' (CESc) of the Policy and Resources Committee.

Resolved for the CESc to review the draft Environmental and Climate Protection Policy and Present to Full Council for adoption.

Resolved for the CESc seek advice from Malmesbury Against Plastics, and explore how the work of Malmesbury Town Council could link with that of Wiltshire Council on the matter of climate emergency.

Resolved that the CESc members be Councillor Grant, Ritchie, and Vandelli; and that clear liaison with the committee chairs be is ensured by the CESc.

38. To receive and consider Finance Report for Quarter 2. The Town Clerk presented an overview of the Council's financial position at the end of quarter 2, as outlined in Report No 2.

39. Preliminary consideration of the 2019-20 Annual Budget. (Report No 3)

The Town Clerk presented an overview of the annual budget and considerations the Committee and the Council will need to factor in when setting the budget for 2019/20, an outlined in Report No 3. Notably:

- Inflation at 2.5 %
- Pay increases, to be agreed, but assumed to be up to 3% (maximum) and staff incremental rises.
- Works to St Aldhelms Mead Bridge.
- Flood defence work.
- The refurbishment of Cross Hayes Toilets.
- The possible installation of a buffer arrangement to protect the Market Cross.
- A need to ensure staff training in relation to health and safety.
- The installation of new signs at all Council Parks and Open Spaces.
- A possible annual cost of £150 as a contribution towards the defibrillator service.
- Reviewed waste management services.
- Upgrade of ICT infrastructure and software, and Wifi service.
- The impact of the possibility of devolution from Wiltshire Council.
- Partnership working. E.g. Town Team.
- Maintenance of Cross Hayes Toilets.
- Review of the Neighbourhood Plan.
- The possibility of a 20/20 special event.

Resolved for the Chairs of each Committee to inform the Town Clerk of any amendments or new budget requests to assist in the budget preparation.

40. Further consideration of the Risk Management Scheme.

The Risk Management Scheme was considered. It was suggest some reworking of the Risk assessment scores to clarify the judgements

Resolved for the Town Clerk to re-calculate the Risk Assessment scores, and present back to Council.

The meeting ended at 21.15pm
Next Meeting: 4th December 2019

Signed:

Date: