

## Malmesbury Town Council

Minutes of the **Policy & Resources Committee** held in Malmesbury Town Hall on Wednesday **2<sup>nd</sup> April 2019** commencing at 7.00pm.

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**Present:** Councillors: W R Jones (Chair), G Grant, A J Gundry, J E Exton, P Newman, C M Ritchie.

**Apologies:** Councillor F Vandelli, P Smith

**Other Members Present:** No other members were present

**Declarations of Interest:** None.

### **78. APOLOGIES FOR ABSENCE**

Councillor F Vandelli, P Smith

### **79. PUBLIC QUESTION TIME**

There were no public questions.

### **80. MINUTES OF THE POLICY & RESOURCES MEETING HELD ON 6<sup>th</sup> FEBRUARY 2019.**

Resolved that the minutes of the Policy & Resources Committee meeting held on the 13<sup>th</sup> March 2019 be received and adopted.

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

In view of the commercially confidential items included in the remainder of the agenda it was proposed, seconded that the press and public be excluded.

**Resolved** that press and public be excluded from the remainder of the meeting

### **82. MALMESBURY TOWN COUNCIL BUSINESS PLAN**

Cllr Ritchie presented the draft business plan for adoption by the Committee. It was unanimously welcomed. It was agreed all Council Committees should have the opportunity to make final a final consultation, prior to presentation to Full Council. It was considered Cllr Ritchie do some further minor work to format the document and then circulated at each of the next Committee meetings.

**Resolved:** to support the adoption of the Business Plan.

**Acton:** to circulate the Business Plan to all committees, prior to presenting for adoption at Full Council.

### **83. PLAY EQUIPMENT FOR NEWNTON GROVE PLAY PARK**

The proposal for new play equipment at Newnton Road was discussed as outlined in report No. 2. The risks and benefits were considered. It was agreed the play facility needs both updating and repair. Cllr Grant suggested a grant could be applied for to Wiltshire Council towards the cost of the equipment.

**Resolved:** to allocate a delegated budget to the Town Hall and Facilities Committee of £25,000 for the purchase and installation new play equipment.

## **82. TWINNING RECEPTION FOR VISITORS FROM GIEN, FRANCE**

Cllr J Exton The matter of supporting Twinning in Malmesbury in hosting visitors from Gien Coming to Malmesbury in June. It was also recognised a clarification of the Councils Policy for civic provision in respect of its twin Towns. Cllr Grant offered to do a draft policy document.

**Resolved: To host a civic reception for the Gien visitors on the 28<sup>th</sup> June 2019.**

**Action:** Cllr Grant to do a draft Twinning Policy.

## **83. COUNCILS POLICY FOR CIL RECEIPTS**

Cllr Grundry gave an overview of the current position in respect of CIL funding available to the Council. It was recognised there could be pressure on the funds available, and to ensure the clarity around both requests and decisions for use of CIL funds, it was proposed to adopt a policy statement as outlined in report No.4.

**Resolved:** to adopt a CIL policy statement in line with Government CIL regulations.

**Action:** Cllr Grundy to produce a CIL policy statement.

## **84. CHANGES TO THE COUNCIL'S COMMITTEE STRUCTURE**

Cllr Ritchie presented a proposed new Committee structure as outlined in report No.5. The merits of structural options were discussed, to particularly include the Council's interests and responsibilities to manage buildings, open spaces and potential new services and facilities. There was particular consideration given to the responsibilities of Tetbury Hill Cemetery.

**Resolved:** to present the proposed new structure to each Committee for consideration and feedback to Policy and Resources Committee prior to it being presented to Full Council.

## **85. VERBAL REPORT FROM TOWN CLERK**

The Town Clerk gave an overview of his initial areas of focus including

- Communications and information management
- Staffing, and team development
- Co-ordination of democratic processes, and operations.
- Operational Framework
- Risk Assessments
- Financial Management

The meeting ended at 10.15am

Next Meeting: tbc subject to new date setting and agreement

Signed:

Date:

