



Cricklade Town Council
First Town on the Thames

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POLICY & RESOURCES MEETING
Monday, 9th November 2009
7pm at Ockwells

Councillors present - Cllr D Tetlow, Chairman

Cllr B. Atfield

Cllr D. Avenell

Cllr B. Beasley

Cllr G. Chapman

Cllr T. Clements

Cllr Colmer

Cllr M. Hatton

Cllr T Robertson

Cllr R. Szybiak

One member of the public was also present.

Fire evacuation instructions were pointed out before commencement.

Public Question Time

The Chairman of the Business Association expressed concerns about a deterioration in services since the Unitary authority had come into being in April 2009. There was a possibility that grass cutting would be reduced as the depot at Wootton Bassett would close and staff moved to work from Chippenham. The Business Association would be writing to the Town Council asking it to raise the issue with Wiltshire Council.

MINUTES

09.32 Apologies for absence

There were no apologies received.

09.33 Declarations of Interest

Name	Item	Type of Interest	Nature of Interest	Action
Cllr B. Atfield	7 – Budget 2010/11	Personal	Member of Cricklade and District Twinning Association	Spoke and voted
Cllr M. Hatton	7 – Budget 2010/11	Personal	Member of Cricklade and District Twinning Association	Spoke and voted

09.34 Minutes

The Minutes of the meeting dated 14th September 2009 were approved as a true record and signed by the Chairman.

09.35 Clerk's Report

09.07/09. 19/09.27	Land Registration – Town Clerk continuing liaison with solicitors about any ownership documents held by their offices and registration requirements. Ongoing
09.09/09. 19/09.27	Grant Application from Rugby Club – A grant application was deferred on 19 th May 2009 pending the outcome of a meeting to discuss plans for new

	changing rooms/storage area. This meeting took place on 22 July between Cllrs Atfield, Colmer and Tetlow and representatives of the Rugby Club. The Town Clerk has spoken to the Club about progress on the design and funding of the proposal. An architect has drawn up plans (largely based on those put forward as part of the Cricklade Country Way project) which will be discussed with Wiltshire Council planners at a pre-application meeting with a view to a full application being submitted. Approaches have also been made to the Environmental Agency about flood risk. The Club will apply for funding once the design has been agreed. Ongoing
09.10/09.19/09.27	Insurance Policy – Surveyors Recommendations - Comments have been received from the Thames Hall Management Committee on the surveyor's report and noted. Most recommendations had already been undertaken, were not urgent or were for action in the longer term when funds permitted. Ongoing
09.20/09.27/ 09.29	Cricklade Museum Lease The new lease and counterpart lease have been signed and returned to solicitors and completed on 7 th October. An application for registration with the Land Registry had also been made. Ongoing
09/27	Review of External Professional Services Letters had been sent to local legal firms requesting breakdown of services offered, costs and experience of dealing with local authorities. Town Clerk currently evaluating response, the results of which will be brought back to the committee. Ongoing
09.31	Review of Standing Orders Following a resolution to agree amendments to Standing Orders, these and associated appendices have been posted on the Town Council website. Closed

09.36. Correspondence

Members noted a letter from the Cotswold Canal Trust setting out the organisation's plans for reconstruction of Upper Mills Bridge in Stonehouse.

09.37 Grant Applications

There were no grant applications to consider. Members noted:

- i) a breakdown of grant expenditure to date
- ii) an invitation to attend a presentation on Monday 23rd November by the Sampson Explorer Scout Unit about its recent expedition to the Dominican Republic. This group had received a Town Council grant of £500 towards this.

It was **AGREED** that the Town Clerk pass the invitation to those Councillors not attending the Planning Committee on 23rd November.

09.38 Budget 2010/11

The Budget Sheets for the Planning, Conservation and Transport and Community & Leisure Committees were noted. The Budget Sheet and proposed expenditure for the Policy and Resources Committee were considered along with the Summary Income Sheet. Discussion included:

- the importance of managing the impact of the precept on local people
- the precept league table position of Cricklade alongside other towns in Wiltshire (that it sat where expected compared to other North Wiltshire towns)
- the small size of the Cricklade precept within the 2009/10 Band D Council Tax figure (8% which is £4.56 of the payment of £131.43)
- the increasing demands on staff particularly the groundsmen and those manning the

Front Office

- the balance between keeping any precept rise as low as possible against the consequences of less improvement and efficiency
- that changes could not be made to non-discretionary expenditure (rates, utilities, insurance, etc)
- any changes made to the Planning and Community & Leisure Budget Sheets were due only to additional information being submitted and that it was not good practice to make recommendation to Full Town Council on behalf of another Committee

During a suspension of Standing Orders the Chairman of the Business Association commented that the increase in income from photocopying indicated an increase in demands on current staffing levels.

It was **RESOLVED** that :

- i) adjustments and savings should be made to some discretionary budget headings
- ii) some capital expenditure should be paid from reserves (auditors guidance indicates that reserves should not rise above 47% of precept allocations). And that it was not appropriate to use reserves for revenue funding
- iii) The Town Clerk makes the agreed adjustments to the Budget Sheets and submits these to Full Town Council on 30th November for final approval.

It was also **AGREED** that the Town Clerk should further investigate any proposed rises in rent and service charges by Wiltshire Council, look at the possibility of increasing charges made for photocopying and increasing the rechargeable services to Wiltshire Council (e.g. hire of office) and find out how the number of Band D households is calculated for the purposes of setting the precept figure.

Meeting closed at 9.00pm