

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 the Local Authorities (Model Code of Conduct) Order 2007.

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 24th November 2011 (R&R/4/2011-2012). Copy previously circulated.

5. BALLARDS ASH MACHINERY AND EQUIPMENT REPORT

To receive a report with recommendations from Grounds Maintenance Team Leader, Ralph White, *Appendix A*.

At the last meeting of the Revenue and Resources Committee, held on Thursday 24th November 2011, Members requested that Ralph White produce an in-depth report on equipment used at Ballards Ash and by the Council's Grounds Maintenance Team.

The Committee is asked to consider this report and the recommendations included.

6. LEGAL SERVICES APPRAISAL

The Town Council continues to employ the services of Bevirs Solicitors where appropriate. In order to ensure that the Council are getting the best value possible, it is necessary to periodically review this service.

The Committee is therefore asked to consider whether they wish to undertake an appraisal of the services offered by Bevirs Solicitors.

7. TOWN CRIER'S REPORT – PROPOSAL TO HOST THE GUILD OF MACE BEARERS' ANNUAL TRAINING, CONFERENCE AND DINNER 2013 AND INVITATION TO ATTEND THE WORLD CHAMPIONSHIPS 2013

a) The Town Crier of Royal Wootton Bassett, Mr Owen Collier, has been elected as Renter Warden of the Guild of Mace Bearers for the year 2012-2013. As part of his duties over that year, the Town Crier is proposing that Royal Wootton Bassett hosts the Guild of Mace Bearers Annual Training, Conference and Dinner from 6th-8th February 2013.

A report and suggested programme of events is attached, *Appendix B*.

Funding for this event is available from the Revenue and Resources Project Fund, which stands at £64,675 for the year 2012-2013. Mr Collier anticipates that a budget of £2,500 would be sufficient.

The Committee is asked to consider this proposal.

b) Members are also advised that Mr Collier has been invited to represent Royal Wootton Bassett in the World Invitational Championships in Ontario, Canada. Unfortunately, this year's event has had to be cancelled due to lack of funding, and has been rescheduled for July/August 2013.

Should Mr Collier be able to attend, this would be the first time Royal Wootton Bassett has been represented at such a high level of competition. The Town Crier would be most grateful for any support in this matter, and is looking to raise funds over the next year to enable him to attend.

The Committee is reminded that, as the event falls in the summer of 2013, any funding would be drawn from the 2013-2014 budget, and as such will be discussed in full nearer the time.

The Committee is asked whether they would support Mr Collier's attendance in principal at this early stage.

8. REVIEW OF BUDGET LAYOUT

To receive a report from the Town Clerk on possible changes to the layout of the budget spreadsheets, *Appendix C*.

The Committee is asked to consider the recommendation that the leanest reporting framework is adopted with effect from 1st April 2012, with each Committee receiving quarterly monitoring reports. This practice is then reviewed over the summer period in time for the next budget cycle.

9. ECONOMIC DEVELOPMENT WORKING PARTY.

To consider reports on meetings of the Economic Development Working Party held on Thursday 15th September 2011, Wednesday 23rd November 2011 (copies previously circulated) and Thursday 19th January 2012 (copy to follow).

The Committee is asked to consider these reports.

At the last meeting, there was a recommendation from the Working Party that Action For Market Towns should be appointed to undertake a benchmark study of Royal Wootton Bassett. It is understood that the cost of this is likely to be in the region of £2000, and a precise quote is being sought.

The Committee's instructions are sought.

10. PRESS RELEASES

The Committee is asked to consider whether it would like any Press Releases issued in respect of the Committee Agenda items.