

***QUESTION TIME***

**Prior to the formal commencement of the meeting, Councillors will 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 sections 10 and 12 of Wiltshire Council's Members Code of Conduct, as adopted by Royal Wootton Bassett Town Council at a meeting held on Thursday 12<sup>th</sup> July 2012.

**3. WRITTEN REPORTS**

To receive written reports from the following:-

*Wiltshire Police*

*Member of Parliament*

*Wiltshire Councillors*

*Area Board Representatives*

*Representatives appointed by the Council*

Copies to follow.

**4. CONFIRMATION OF MINUTES**

Of a meeting of the Council held on Thursday 1<sup>st</sup> October 2015 [RWBTC/5/15-16]. Copy previously circulated.

**5. MAYOR'S COMMUNICATIONS**

**6. TO ANSWER ANY QUESTIONS**

With and without notice received under Standing Orders.

**7. PLANNING COMMITTEE**

Report on meetings of the Planning Committee held on Thursday 5<sup>th</sup> November 2015 (P/4/15-16) and Thursday 26<sup>th</sup> November 2015 (P/5/15-16). Copies previously circulated.

**8. AMENITIES COMMITTEE**

Report on a meeting of the Amenities Committee held on Thursday 5<sup>th</sup> November 2015 (A/4/15-16). Copies previously circulated.

**9. REVENUE AND RESOURCES COMMITTEE**

Report on a meeting of the Revenue and Resources Committee held on Thursday 26<sup>th</sup> November 2015 (R&R/4/15-16). Copies previously circulated.

**10. NEIGHBOURHOOD PLANNING**

To receive an update from Chairman Councillor Mike Leighfield.

## **11. PARTY IN THE PARK 2016**

At the Council meeting held on 1<sup>st</sup> October 2015, Mr Tim Swinburn presented a proposal to hold a Party in the Park event in Royal Wootton Bassett for 2016. Following the presentation it was resolved to contact the Town Council's solicitors to identify any legal aspects that might affect the proposal.

The Council's solicitors have considered the proposal and location suggested by Mr Swinburn, and communicated the findings to the Town Clerk, copy attached *Appendix A*.

The Council's instructions are sought.

## **12. WILTSHIRE COUNCIL REPORT**

Following a meeting of the Revenue and Resources Committee held on 18<sup>th</sup> June 2015, Wiltshire Councillor Allison Bucknell was invited to attend a meeting of the full Council on 16<sup>th</sup> July 2015 to discuss Wiltshire Council service provision in light of an increase in complaints received by Town Council Officers regarding Wiltshire Council duties and responsibilities.

At both meetings, Members expressed an interest in seeing the extent of complaints received, and which areas of service provision were the most affected. A comprehensive report detailing complaints received in relation to Wiltshire Council matters over a twelve-month period from June 2014 onwards has been compiled, copy to follow. Members will have the opportunity to review the report and submit any question to the Office staff before it is discussed at the Town Council meeting in February 2016.

The Council is asked to note the above.

### **13. CASUAL VACANCY**

The Council is advised that Councillor Jai Cunningham has ceased to be a member of the Council for the East Ward of Royal Wootton Bassett. The position has been advertised in accordance with the Representation of the People Act 1985 s21. No election has been sought; therefore the Electoral Services Officer has advised that the position be filled by co-option

The Council is asked to: -

- a) Fill the Casual Vacancy by co-option.
- b) Vote the new Member into the following positions, held by the previous incumbent– Amenities Committee, Events Working Party, Appeals Panel, Communications Strategy Working Party.

### **14. ANNUAL ESTIMATES OF INCOME AND EXPENDITURE**

*Councillors are advised that the effect of Section 106 of the Local Government Finance Act 1982 is that if, when considering budgetary items, any Councillor is in arrears for more than two months with his/her Council Tax, he/she must declare that Section 106 of the Local Government and Finance Act 1982 applies and neither speak nor vote on the matter before Council. Failure to observe this renders the Councillor liable for prosecution by the Director of Public Prosecutions.*

It is the responsibility of the Town Council to levy a precept on Wiltshire Council to cover its costs for the 2016/2017 financial year. Wiltshire Council is the charging authority and will collect this on behalf of the Town Council.

Although Standing Committees make budgetary bids and the Revenue and Resources assesses these in making its recommendations to Council, it is the Council alone that has the power to levy the precept. The Town Council can only levy its precept once per year and this must be submitted to Wiltshire Council no later than 23<sup>rd</sup> January 2016.

At the meeting of the Revenue and Resources Committee held on Thursday 26<sup>th</sup> November 2015, it was recommended that a Precept of £839,469 be levied.

The proposed budget for the setting of the Precept is attached, *Appendix B*.

It is recommended that the Council formally set the Precept for 2016/2017 as below: -

The charge for a Band D property remains at £189.81, which represents a 0% difference from the previous financial year. Based upon these figures, the total Precept for 2016/17 would be set at £839,469.

The Council is asked to formally set the Precept for 2016/2017.

## **15. COMMUNICATIONS**

The Council is asked whether it wishes to issue any press releases or other communications in respect of the Committee agenda items.

## **16. EXCLUSION OF THE PUBLIC AND PRESS**

The Council is asked that members of the public and press be requested to leave the meeting to allow discussion of the establishment, property and finance matters as it is considered the publicity would be prejudicial by reason of the confidential nature of the business to be transacted.

