

ROYAL WOOTTON BASSETT TOWN COUNCIL

Minutes of a Meeting of the Revenue & Resources Committee held on Thursday 29th September 2016 at 7.30pm in Manor House, Lime Kiln, Royal Wootton Bassett.

PRESENT: Councillors: Steve Bucknell, Susan Doyle, Mike Farrow, Paul Heaphy, Mike Leighfield and Marion Sweet.

Also in attendance: Councillors: Linda Frost, Chris Wannell, Mary Champion.

Officers in Attendance: Johnathan Bourne, Town Clerk, Michelle Temple, Administrative Services Manager, Emily Maiden, Committee Clerk and Administrative Assistant.

Question Time

Members were asked to provide an update on the project to take on Boroughfields toilets from Wiltshire Council. It was explained that the lease had now been signed, and that it was hoped that the disabled toilet could soon be opened for all to use whilst the rest of the block is being refurbished. This toilet will also close in time, in order to ensure that the entire block is brought up to an acceptable standard before re-opening in full.

12. APOLOGIES

Apologies for absence were received from Councillor John Wilks.

13. 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 12th July 2012.

RESOLVED to note that no declarations of interest were received.

14. CHAIRMAN'S ANNOUNCEMENTS

There were no Chairman's Announcements.

15. CONFIRMATION OF MINUTES

RESOLVED to confirm and sign minutes of the meeting of the Committee held on Thursday 16th June 2016 [R&R/2/16-17]. Copies previously circulated.

16. GRANT AID

The Committee was asked to consider the Grant Aid Application submitted by Royal Wootton Bassett and District Arts Society, report and supporting documentation previously circulated.

Members discussed the application, noting that the Arts Society are a longstanding organisation within the area and have provided exhibitions for residents to enjoy for several years.

RESOLVED to award the Royal Wootton Bassett and District Arts Society grant aid of £290 to cover the cost of exhibiting equipment for paintings and canvasses, suggesting that the boards, tables and other display equipment purchased as a result of the grant could be shared with other local Arts Societies in the future to allow them to hold similar events.

17. TOWN COUNCIL ACCOUNTS

Members received the recent Town Council accounting spreadsheet, copy previously circulated. The Town Council's Accountant was in attendance to answer any questions.

RESOLVED to note the accounting spreadsheet.

18. WILTSHIRE COUNCIL LIBRARY ALTERATIONS

The Committee received a report on Wiltshire Council's intentions for Royal Wootton Bassett Library, copy previously circulated.

The Committee was asked to consider whether the proposed alterations would provide the required level of facilities and space to allow the Town Council to work in partnership with Wiltshire Council to achieve the scheme, for which a financial contribution would be expected.

RESOLVED to note and defer the item until the next meeting due to the lack of information regarding room sizes and available facilities.

19. SECTION 96 AGREEMENT – BINCKNOLL LANE

In keeping with the current policy whereby roundabouts on arterial routes are adopted by the Town Council, a Section 96 agreement had been issued by Wiltshire Council to authorise the adoption of the roundabout on Bincknoll Lane.

The Committee was asked to authorise the Town Clerk to sign the agreement in accordance with Town Council policy.

Members discussed the roundabout at Bincknoll Lane and expressed serious concern over the safety aspects associated with its adoption. The lack of commuted sum was also raised.

RESOLVED to contact Wiltshire Council to indicate that the Town Council would adopt the roundabout on Binckoll Lane provided a commuted sum is

considered, and an independent safety audit is completed to ensure that Ground Staff working on site would be safe at all times.

20. LOCAL GOVERNMENT FINANCE SETTLEMENT 2017-2018, TECHNICAL CONSULTATION PAPER

The Committee's attention was drawn to the the Local Government Finance Settlement 2017-2018 Consultation, correspondence previously circulated.

The Committee was asked whether it wished to submit comments in relation to the consultation.

Members objected to the proposed Local Government Finance Settlement 2017-2018 due to Central Government being able to dictate precept levels to Local Councils, who should have the autonomy to set their own rates based upon local need.

RESOLVED to respond to the consultation, objecting to the fact that Central Government would have the authority to dictate precept levels, which should be set locally based upon the needs of the community and its local Council.

21. TOWN COUNCIL PROPERTY INVESTMENT

The Committee received a report and recommendations from the Town Council's Accountant, copy previously circulated.

The Committee's views were sought.

RESOLVED to undertake further research in relation to investment opportunities through the Investments Working Party. The findings of the Working Party will then be brought back to a future Committee meeting for further discussion.

22. QUOTATIONS FOR NEW CAMERAS

At a meeting of the Town Council held on 26th May 2016, it was resolved to purchase an additional CCTV camera to cover the area around Boroughfields Toilets, as these facilities are being taken over by the Town Council in the near future. The Town Council had previously resolved to install an additional camera at Marlowe Way to ensure that the Stone Poppy was also covered by CCTV.

In order for any additional cameras to fit into the existing scheme, quotations were sought from Quadrant, the company which provides the maintenance cover and replacements for the Town Council CCTV equipment, copies previously circulated.

In order to install a camera in the vicinity of Boroughfields Toilets, costs would be as follows:

- Option a) £9,410 for a Pelco domed camera and radio link to existing equipment, or
- Option b) £9,762 for a Redvision camera with wiper and radio link as above.

In order to install a camera at Marlowe Way, costs would be as follows:

- Option a) £7,012 for a 360 Vision domed camera and radio link to existing equipment, or
- Option b) £7,392 for a Redvision camera with wiper and radio link as above.

The Boroughfields camera has a higher cost due to the cabling work which would be required. If both cameras are purchased together, a discount of 4% will apply on the total cost. The cheapest option on both cameras would therefore attract a saving of £656.88, whilst the most expensive cameras would result in a saving of £686.16. At present, the Council has £38,952 ring-fenced in the budget for the purchase of CCTV equipment.

The Committee felt that Option b) would offer the best result in both cases. The purchase of two Redvision cameras as detailed in Option b) would cost £16,467.84 once the 4% reduction has been applied.

RESOLVED to purchase two Redvision cameras as detailed in Option b) at a cost of £16,467.84

23. PURCHASE OF NEW PHOTOCOPIERS

The Committee received a report and recommendations from the Town Council's Accountant, copy previously circulated.

RESOLVED to award a new five-year leasing contract for two photocopiers to Advanced Imaging Systems as recommended in the report, at a cost of £554 per quarter plus printing costs of 0.038 pence per mono print and 0.38 pence per colour print.

24. COMMUNICATIONS

The Committee was asked whether it wished to issue any Press Releases or other Communications in respect of the Committee Agenda items.

RESOLVED to issue communications on the award of £290 grant aid to Royal Wootton Bassett and District Arts Society.

25. EXCLUSION OF THE PUBLIC AND PRESS

The Committee was 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.