

***QUESTION TIME***

**Prior to the formal commencement of the meeting, Councillors may 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 of documents received are attached, *Appendix A*.

**4. CONFIRMATION OF MINUTES**

Of a meeting of the Council held on Thursday 23<sup>rd</sup> February 2017 [RWBTC/6/16-17]. Copy previously circulated.

**5. MAYOR'S COMMUNICATIONS**

**6. TO ANSWER ANY QUESTIONS**

With and without notice received under Standing Order 17.

**7. PLANNING COMMITTEE**

Report on a meeting of the Planning Committee held on Thursday 23<sup>rd</sup> February 2017 (P/7/16-17), copy previously circulated.

**8. AMENITIES COMMITTEE**

Report on a meeting of the Amenities Committee held on Thursday 2<sup>nd</sup> March 2017 (A/5/16-17), copy previously circulated.

**9. REVENUE AND RESOURCES COMMITTEE**

Report on a meeting of the Revenue and Resources Committee held on Thursday 23<sup>rd</sup> March 2017 (R&R/6/16-17), copy previously circulated.

**10. TOWN TEAM**

To receive a verbal update from the Chairman, Councillor John Wilks, on the activities of the Town Team.

## **11. NEIGHBOURHOOD PLAN**

To receive a verbal update from Councillor Mike Leighfield on the Neighbourhood Plan. The document was submitted to Wiltshire Council on Tuesday 21<sup>st</sup> March 2017.

## **12. HIGHWAYS IMPROVEMENTS WORKING PARTY**

To receive a report on a meeting of the Highways Improvements Working Party held on Wednesday 29<sup>th</sup> March 2017. A number of minor highway improvement schemes were supported by the Highways Working Party, and approximate costings were obtained, attached *Appendix B*.

The Town Council has a budget of £5,000 for such works, and is therefore asked to approve expenditure as detailed in the report for the completion of the schemes put forward by the Highways Working Party. These schemes can then be taken to the next Community Area Transport Group meeting with full funding from the Town Council, in order to ensure that they are actioned.

## **13. ANNUAL GOVERNANCE STATEMENT FOR THE YEAR ENDING 31<sup>ST</sup> MARCH 2017**

The Accounts and Audit Regulations 2015 require smaller authorities to conduct a review of the effectiveness of the system of internal control each financial year, and prepare an annual governance statement in accordance with proper practices in relation to accounts.

The purpose of the annual governance statement is for an authority to report publicly on its arrangements for ensuring that its business is conducted in accordance with the law, regulations and proper practices and that public money is safeguarded and properly accounted for.

The Council is asked to: -

Review and agree questions 1-9 on Section 1 of the Annual Return, Annual Governance Statement 2016-2017, copy attached *Appendix C*.

#### **14. FORTHCOMING MEETINGS AND EVENTS**

To note the following: -

Annual Town Meeting, Thursday 27<sup>th</sup> April 2017, 7pm, Sacred Heart Church Hall.

Mayor Making, Thursday 11<sup>th</sup> May 2017, 7pm, St Bartholomew's Church

Appointment of Committees meeting, Thursday 25<sup>th</sup> May 2017, 7.30pm, Manor House.

#### **15. COMMUNICATIONS**

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