

**ROYAL WOOTTON BASSETT TOWN COUNCIL**

Minutes of a Meeting of the Revenue & Resources Committee held on Thursday 28<sup>th</sup> June 2018 at 7.30pm in Manor House, Lime Kiln, Royal Wootton Bassett.

PRESENT: Councillors: David Bowler, Steve Bucknell, Mike Farrow, Mike Leighfield, Jenny Stratton and Marion Sweet.

Also in attendance: Councillor: Eve Silvester and Steve Walls.

Officers in Attendance: Johnathan Bourne, Town Clerk, Michelle Temple, Administrative Services Manager and Kelly Warren, Committee Clerk and Administrative Officer.

**4. APOLOGIES**

Apologies for absence were received from Councillor Mary Champion.

**5. 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 12<sup>th</sup> July 2012.

RESOLVED to note that no Declarations of Interest were made.

**6. CHAIRMAN'S ANNOUNCEMENTS**

The Chairman updated the Committee on the following: -

- a) Rotary Club – The Rotary Club returned £50.00 to the Council which was the unspent balance from the grant aid awarded to the club in January 2018 for the senior citizens tea party.
- b) Website – Councillors asked that the website contractors be chased up and requested a deadline of the end of next week for the website to be completed.

## **7. CONFIRMATION OF MINUTES**

RESOLVED to confirm and sign minutes of meetings of the Committee held on Thursday 22<sup>nd</sup> March 2018 [R&R/6/2017-2018] and Thursday 31<sup>st</sup> May 2018 [R&R/1/2018-2019]. Copies previously circulated.

## **8. BULLETIN MAGAZINE DISTRIBUTION PROPOSAL**

The Town Council had been approached by The Royal Wootton Bassett and Lyneham Advertiser with a proposal for the inclusion of the Bulletin magazine to be distributed within the Royal Wootton Bassett and Lyneham Advertiser.

The print option proposals were as follows:

### **1) Different stock paper and selected distribution area**

Gloss Art 130 gsm in full colour, 12 pages collated and stitched into 5.5K copies of the Royal Wootton Basset and Lyneham Advertiser. This would target and distribute to the town area only.

Cost includes typesetting and layout of each page, printing, stitched into the publication and a supply to the Town Council offices.

Total cost: £2,810 plus VAT.

### **2) Printing as part of The Royal Wootton Bassett and Lyneham Area Advertiser**

Same stock paper as The Advertiser and be printed in full colour as a central pull-out of the main publication and published across the whole print run and therefore available to the whole distribution network in the area. (9.1K)

8 pages per month would cost £1,200 plus VAT each month.

12 pages bi-monthly would cost £1,920 plus VAT every other month.

A copy of the full proposal was previously circulated.

RESOLVED that a working party be established and report back to the next Revenue and Resources meeting.

The working party to comprise of Councillors Steve Bucknell, Mike Farrow and Jenny Stratton.

## **9. ANNUAL INVESTMENT STRATEGY 2018/2019**

In response to government legislation the Committee received the Annual Investment Strategy 2018-2019 report along with a copy of the Statutory Guidance on Local Government Investments. Copy previously circulated.

RESOLVED that the Town Clerk would work with Kalpesh Patel on the report and bring it back to the Committee at the September meeting.

## **10. 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 updating the residents on the Stone Poppy.

## **11. 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.