

25<sup>th</sup> February 2009

**YOU ARE HEREBY SUMMONED to attend a MEETING of WESTBURY TOWN COUNCIL to be held at THE LAVERTON, BRATTON ROAD, WESTBURY on MONDAY, 2<sup>nd</sup> MARCH 2009 at 7.00 pm.**

**Yours faithfully**

**Town Clerk**

**Public Forum**

Register between 6.50 pm – 7.00 pm  
Maximum input per person – 5 minutes  
Forum not to exceed 30 minutes

**Petitions/Depositions to be lodged with the Town Clerk  
at least five working days prior to the Meeting.**

**A G E N D A**

**Prayers**

1. **TO RECEIVE APOLOGIES (if any) AND REASONS FOR ABSENCE.**
2. **DECLARATIONS OF INTEREST (if any) AND REASONS.** (Members must be diligent regarding their interests.)
3. **MINUTES.** To approve as a correct record the Minutes of the Extraordinary Town Council Meeting held on the 29<sup>th</sup> December 2008 and the Minutes of the Town Council Meeting held on the 5<sup>th</sup> January 2009; copies of these Minutes have been circulated to each Member and in accordance with Standing Order No. 13(a) may be taken as read.
4. **MATTERS ARISING FROM THESE AND PREVIOUS MINUTES. Note: no new decisions can be taken.**  
  
**Boundary Committee for England – Electoral Review of Wiltshire: Final recommendations on the future electoral arrangements for Wiltshire Council (G.1397).** (See attached.)
5. **POLICE REPORT.**
6. **WILTSHIRE COUNTY COUNCILLORS' REPORTS.** Members wishing to ask questions of the County Councillors are requested to give prior notice to County Cllrs C S W Newbury and Miss F Rhé de Philipe, or to the Clerk for onward transmission.

7. **MINUTES of COMMITTEES.** To receive and consider Minutes and recommendations of the following Committees:-
- |  |   |          |
|--|---|----------|
| Highways, Planning & Development Committee | - | 19.01.09 |
| Highways, Planning & Development Committee | - | 16.02.09 |
| General Purpose Committee                  | - | 02.02.09 |
8. **MATTERS ARISING FROM THESE MINUTES** (if any). **Note: no new decisions can be taken.**
9. **TO RECEIVE NOMINATIONS FOR MAYOR FOR THE ENSUING YEAR.**
10. **TO RECEIVE NOMINATIONS FOR THE MAYOR'S DEPUTY FOR THE ENSUING YEAR.**
11. **FUTURE OF WESTBURY'S MAIN POST OFFICE.** To consider the following resolution put by Cllr C Finbow:
- “This Council resolves to open meaningful discussion with Morrisons, via the Town Clerk, to ensure the future of Westbury's main Post Office and, if the response is negative, then lobby Post Office Ltd to secure the future of this essential service in the town centre, and further that this Council believes that a move of the main Post Office operation from the store to an empty unit in High Street would also secure the future of this vital service, and help the regeneration of the High Street.”
12. **COMMUNITIES IN CONTROL: REAL PEOPLE, REAL POWER – CODE OF RECOMMENDED PRACTICE ON LOCAL AUTHORITY PUBLICITY. A CONSULTATION (T.1970).** To approve the recommended response to the List of Consultation Questions (Annex A of the above document). (See attached.)
13. **WWDC – LICENSING ACT 2003 – CONSULTATION ON STATEMENT OF LICENSING POLICY FOR WILTSHIRE COUNCIL (T.1973) AND NEW WILTSHIRE COUNCIL – LICENSING (G.1412).** To approve the recommended responses to these draft licensing policies. (See attached.)
14. **TO APPROVE A WESTBURY TOWN COUNCIL LAUNCH EVENT FOR WESTBURY MARKET PLACE.** (See attached paper - John Parker, Project Officer.)
15. **FEASIBILITY STUDY INTO THE POSSIBILITY OF RUNNING A REGULAR MARKET AT WESTBURY (P.2670).** (See attached Interim Note to Council – John Parker, Project Officer.)
16. **SCHOOL PROJECT GRANTS – 2008-2009** (£500.00 per school). To approve the following projects:
- a. Bitham Brook Primary School – Marking out of lines on their new playground area.

- b. Matravers School – To contribute towards the creation of a Science Garden to support teaching in Science. Also to provide a setting to display sculptures by their art students.
- c. Westbury Infants School – Create a mosaic for display in the playground, and then print image on to a canvas bag for each child.
- d. Westbury Junior School – To help with transport for two school trips linked to ongoing projects in the classroom (Roman Baths – Year 3 studying the Romans, and Swindon Train Museum’s exhibition linked to Year 4’s project on World War II evacuees).
- e. Westbury Leigh CE Primary School – To purchase planters/seats for the children to grow herbs and to sit quietly (part of their ‘outside’ classroom).

**17. KEY HEALTH ISSUES. To consider the following resolution put by Cllr R Hawker:**

“This council resolves to:

- 1. a. recognise that it is the only democratically-elected body in the town able to formulate and represent, without conflicts of interest, a policy on key health issues facing the town providing it first listens to all relevant views;
- b. form a Health Services Working Group, comprising up to five town councillors only, to be responsible for obtaining all relevant facts and points of view about key health issues in the town (but without creating co-opted members) as and when key issues arise and to report all its findings promptly to full council meetings to enable the council to formulate its own fully-democratic position on behalf of the whole town on any key health issue;
- c. call a special public meeting, chaired by the Mayor, as soon as practicable at which all relevant bodies and individuals will be able to express their point of view about the need for a larger doctors' surgery and / or Primary Care Centre in Westbury and how this should be established and on the need for a second doctor's practice and / or second main doctors' surgery in the town and about whether these two aims have any conflict and on the best way forward for the town;
- d. place an item on the agenda of a subsequent full town council meeting (as soon as possible but on a date to be decided by the Mayor in consultation with the Health Services Working Group) to formulate the council's position on the proposed Primary Care Centre and on the idea of achieving a second doctors practice and / or second main surgery and any related aspect of this;

- e. require the Health Services Working Group to lobby and /or liaise with the PCT and any other relevant body to help achieve the town council's established health services policy and to report actions and progress to full council meetings.
2. Appoint up to 5 councillors to the new working group.
- 18. CLERK'S CORRESPONDENCE:**
- a. **Small Grants 2008-2009.** The Clerk to report.
  - b. **Wessex Chamber of Commerce – Presidents' and Treasurers' meeting.** The Clerk to report.
  - c. **Samaritans Bath & District Branch Annual Report and Review 2007 –** Available in the Clerk's Office.
- 19. THE LAVERTON INSTITUTE TRUST MANAGEMENT COMMITTEE.**  
Following the resignation of Cllr I Taylor, to appoint a new member to this working group.
- 20. TOWN CENTRE VIABILITY GROUP.** Any key decisions taken for approval – Cllr Mrs S Ezra.
- 21. WHITE HORSE AREA ACTION GROUP.** Cllr Mrs G Denison-Pender to report.
- 22. WESTBURY TOURISM GROUP.**
- a. Cllr H J Prickett to report.
  - b. Following the resignation of Cllr I Taylor, to appoint a new member.
- 23. CAR PARKS WORKING GROUP.** Following the resignation of Cllr I Taylor, to appoint a new member to this working group.
- 24. COMMUNICATIONS BY THE TOWN MAYOR.** To receive such communications as the Town Mayor may wish to lay before the Council.
- 25. WESTBURY TOWN COUNCIL BANK ACCOUNTS:**
- a. **The Town Clerk to report on recent actions taken under authority given by Minute T.1937.**
  - b. **To approve the following members to act as signatories for the purpose of signing cheques in respect of the Town Council's accounts held with the Bank of Ireland, the Royal Bank of Scotland, and Lloyds TSB, and any further accounts that it may be considered prudent to open in the future (T.1937).**

Cllr M Hawkins, Town Mayor  
Cllr Mrs S Ezra, Town Mayor's Deputy  
Mr L J Fry, Town Clerk

Mrs B Mantle, Assistant to the Town Clerk  
Cllr S Andrews  
Cllr Mrs G Denison-Pender  
Cllr C Finbow

To note that Cllr I Taylor has requested his name be removed from the list of approved signatories.

**26. FINANCIAL REGULATIONS. To approve the addition of the following to the Town Council's Financial Regulations (see attached):**

5.5 "In the absence of the Chairman (Town Mayor), the Town Mayor's Deputy be authorised to sign cheques on his/her behalf, and in the absence of the Town Clerk and RFO, the Assistant to the Town Clerk be authorised to sign cheques on his/her behalf."

**27. MONTHLY STATEMENT. (See attached.)**

**28. PAYMENT OF ACCOUNTS. To approve the list of payments made since the last Meeting or to be made and to confirm the action of the Chairman and one other Member in signing the necessary orders for payment, Business Pass Cash/Visa Cards (if any) transactions, and staff remunerations (Payline):-**

2 <sup>nd</sup> February 2009	-	£33,115.24
2 <sup>nd</sup> March 2009	-	As presented

**29. WEST WILTSHIRE DISTRICT COUNCILLORS' REPORT ON DISTRICT COUNCIL MATTERS.**

Members wishing to ask questions of the District Councillors are requested to give prior notice to the Councillor concerned or to the Clerk for onward transmission.

***PLEASE NOTE THAT AT PART II ITEMS IT WILL BE RESOLVED THAT MEMBERS OF THE PRESS AND PUBLIC WILL BE INSTRUCTED TO LEAVE.***

**COMMUNITIES IN CONTROL: REAL PEOPLE, REAL POWER – CODE OF RECOMMENDED PRACTICE ON LOCAL AUTHORITY PUBLICITY. A CONSULTATION.**

Westbury Town Council's response to the above consultation document

**Annex A**

**List of Consultation questions**

Chapter 2: Effective communication and publicity

1. Westbury Town Council is not in favour, generally, of publicly funded bodies carrying out large publicity campaigns.

Chapter 3: The Publicity Code

2. No.
3. Only that there should be a proscription on material that carries blatantly political messages.
4. No comment.
5. Yes - inappropriate publicity measures should be specified.
6. No.
7. No.
8. No comment.
9. Yes - unsolicited material has been proven to be counter-productive.
10. No.
11. No.
12. No – this Council questions the need for political assistants in local authority funded posts.
13. No.
14. Yes – it should be re-affirmed that publicity should neither support, nor denigrate any legal political organisation, or independent councillors.
15. No.
16. No.

**WWDC – LICENSING ACT 2003 – CONSULTATION ON STATEMENT OF LICENSING POLICY FOR WILTSHIRE COUNCIL (T.1973) AND NEW WILTSHIRE COUNCIL – LICENSING (G.1412).**

**1. Draft Statement of Licensing Policy.**

No comments on text or content – a mature policy.

**2. Gambling Act 2005 – Draft.**

- a. Paragraph 2.3. Check unemployment rates and remove Bowyers (Trowbridge).
- b. Does this policy require the two statements in the Draft Licensing Act Policy at paragraphs 1.6 and 1.7?

**3. Draft Policy on Licensing of Sex Establishments.**

- a. Does this policy require that statements in the Draft Licensing Act Policy at paragraphs 1.6 and 1.7?
- b. Should there be a statement on the Wiltshire Council area as there is in the above two documents?
- c. Paragraph 4.b. is ambiguous. Should the word ‘and’ be there?

Cllrs S Andrews, C Finbow and M Hawkins