

31st December 2008

YOU ARE HEREBY SUMMONED to attend a MEETING of WESTBURY TOWN COUNCIL to be held at THE LAVERTON, BRATTON ROAD, WESTBURY on MONDAY, 5th JANUARY 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 Town Council Meeting held on the 3rd November 2008; 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.**
 - a. New Unitary Authority – Delegation of Services (T.1885).** (See attached.)
 - b. Members' Matters Arising.**
- 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 | - | 17.11.08 |
| Highways, Planning & Development Committee | - | 15.12.08 |
| General Purpose Committee | - | 01.12.08 |
8. **MATTERS ARISING FROM THESE MINUTES** (if any). **Note: no new decisions can be taken.**
9. **TO APPROVE THE GRANTS ALLOCATION 2008/09.** Cllr A Berrisford (see attached).
10. **APPROVAL OF BUDGET 2009/2010.** To receive a **RESOLUTION** to adopt the Draft Budget (previously circulated) and confirm the Precept as £328,000.00, which equates to a Band “D” equivalent of £67.07. – Cllr M Hawkins.
11. **COMMUNITIES IN CONTROL: REAL PEOPLE, REAL POWER – CODE OF RECOMMENDED PRACTICE ON LOCAL AUTHORITY PUBLICITY. A CONSULTATION.** Delegation required – deadline 12th March 2009.
12. **LOCAL DEMOCRACY COMMUNITIES & LOCAL GOVERNMENT – CODES OF CONDUCT FOR LOCAL AUTHORITY MEMBERS AND EMPLOYEES – A CONSULTATION.** (See attached NALC’s response to this consultation, together with the delegated response (G.1398) by Westbury Town Council.)
13. **TROWBRIDGE TOWN COUNCIL – CONTINUATION OF THE WEST WILTSHIRE/ELBLAG POLAND TWINNING ARRANGEMENTS FROM APRIL 2009.** (See attached.)
14. **WWDC – LICENSING ACT 2003 – CONSULTATION ON STATEMENT OF LICENSING POLICY FOR WILTSHIRE COUNCIL.** (See attached.)
15. **CLERK’S CORRESPONDENCE:**
- a. **Wiltshire Criminal Justice Board Newsletter – November 2008.**
Available in the Clerk’s Office
 - b. **First News (Community First) – Winter 2008.** Available in the Clerk’s Office.
16. **THE LAVERTON INSTITUTE TRUST MANAGEMENT COMMITTEE.** Cllr I Taylor to report.
17. **TOWN CENTRE VIABILITY GROUP.** Any key decisions taken for approval – Cllr Mrs S Ezra.
18. **WHITE HORSE AREA ACTION GROUP.** Cllr S Andrews to report.
19. **WESTBURY TOURISM GROUP.** Cllr H J Prickett to report.
20. **CAR PARKS WORKING GROUP.** Cllr I Taylor to report.

21. **COMMUNICATIONS BY THE TOWN MAYOR.** To receive such communications as the Town Mayor may wish to lay before the Council.
22. **TO RECEIVE THE INTERNAL AUDIT REPORT (FIRST INTERIM) 2008-09, AND CONSIDER THE RECOMMENDATIONS MADE THEREIN UNDER THE ACTION PLAN.** (See attached.)
23. **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):-

1 st December 2008	-	£47,683.95
5 th January 2009	-	As presented

24. **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.

25. **PART II – STAFFING MATTERS.**

- a. **To resolve that the Town Clerk's (L J Fry) employment be extended to the 31st March 2010.** Cllr M Hawkins.
- b. **To resolve that the Project Officer's (J Parker) consultancy be extended to 31st March 2010.** Cllr M Hawkins.

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

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