

1st July 2009

YOU ARE HEREBY SUMMONED to attend a MEETING of WESTBURY TOWN COUNCIL to be held at THE LAVERTON, BRATTON ROAD, WESTBURY on MONDAY, 6th JULY 2009 at 7.00 pm.

Yours faithfully

Town Clerk

Public Forum

Register between 6.50 pm – 7.00 pm
Strictly 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 Annual Town Council Meeting held on the 6th May 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 MINUTES (if any). Note: no new decisions can be taken.**
- 5. POLICE REPORT.**
- 6. WILTSHIRE COUNCILLORS' REPORTS.** Members wishing to ask questions of the Wiltshire Councillors are requested to give prior notice to Wiltshire Cllrs M Cuthbert-Murray, R Hawker and D Jenkins, or to the Clerk for onward transmission.
- 7. WESTBURY AREA BOARD. Suggestions for inclusion on the agenda for the first meeting of the Westbury Area Board to be held on Thursday, 23rd July 2009 at 7.00 pm at the Westbury Labour Club & Institute. Cllr R Hawker (Chairman of Westbury Area Board).**

8. **MINUTES of COMMITTEES.** To receive and consider Minutes and recommendations of the following Committees:-
- | | | |
|--|---|----------|
| Highways, Planning & Development Committee | - | 18.05.09 |
| Highways, Planning & Development Committee | - | 15.06.09 |
| General Purpose Committee | - | 01.06.09 |
9. **MATTERS ARISING FROM THESE MINUTES** (if any). **Note: no new decisions can be taken.**
10. **TO CONSIDER THE FORMATION OF A FLOOD RELIEF WORKING GROUP, AND IF APPROVED, TO APPOINT MEMBERS.**
11. **ILLEGAL PARKING IN THE MARKET PLACE.** Cllr Mrs S Ezra and the Town Clerk to report.
12. **CLERK'S CORRESPONDENCE:**
- a. **Wiltshire College.** The Clerk to report.
 - b. **The Lopes Arms Hotel.** The Clerk to report.
 - c. **Age Concern Wiltshire.** The Clerk to report.
13. **THE LAVERTON INSTITUTE TRUST MANAGEMENT COMMITTEE.** Cllr S Andrews to report.
14. **TOWN CENTRE VIABILITY GROUP.** Any key decisions taken for approval – Cllr Mrs S Ezra.
15. **BA13 COMMUNITY PARTNERSHIP.** Cllr S Andrews to report.
16. **WESTBURY TOURISM GROUP.** Next meeting 09.07.09.
17. **COMMUNICATIONS BY THE TOWN MAYOR.** To receive such communications as the Town Mayor may wish to lay before the Council.
18. **FINAL INTERNAL AUDIT REPORT 2008-2009. To note the Action Plan and approve the Town Council's response.** See attached. (Full report available.)
19. **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 June 2009	-	£61,357.25
6 th July 2009	-	As presented

20. WESTBURY TOWN COUNCIL VACANCIES.

- a. To resolve to proceed with co-option.**
- b. To resolve to suspend Standing Orders to allow potential co-optees, if they so wish, to present their applications and answer any questions.**
NB: Before any vote is taken applicants must declare which ward(s) they have chosen.
- c. To resolve to reinstate Standing Orders.**
- d. Co-option of Members to the Town Council.** The following applications have been received (at 02.07.09):

Mrs G Apps
Mr I Bartlett
Mr P Brown
Mr R G Dredge
Mr D Dyer
Mr M Elliott
Mr S J Fairweather
Mr S W Ferguson
Mr D Jones
Mr R H Leigh
Mr D Lux
Mrs C Rudin
Mrs C Samways
Mr W D Tout
Mrs M Underwood

Members are asked to note Standing Order 30:

“Where more than two persons have been nominated for any position to be filled by the Council and of the votes given there is not an absolute majority in favour of one person, the name of the person having the least number of votes shall be struck off the list and a fresh vote taken, and so on until a majority of votes is given in favour of one person.”

- i. Ham Ward (first vacancy).** To consider nominations put forward, together with those already received, and to vote (by signed ballot if two members request) to select one member for co-option to each vacancy to represent the Ham Ward on the Town Council in accordance with Standing Order 30.
- ii. Ham Ward (second vacancy).** To consider nominations put forward, together with those already received, and to vote (by signed ballot if two members request) to select one member for

co-option to each vacancy to represent the Ham Ward on the Town Council in accordance with Standing Order 30.

iii. Laverton Ward (one vacancy). To consider nominations put forward, together with those already received, and to vote (by signed ballot if two members request) to select one member for co-option to each vacancy to represent the Laverton Ward on the Town Council in accordance with Standing Order 30.

- 21. To resolve that, in view of the confidential nature of the business about to be transacted, the public and press be temporarily excluded and instructed to withdraw.**
- 22. STAFFING MATTERS. (*Part II Item.*)**
- 23. To resolve to return to open Council.**