

The Civic Centre
St Stephen's Place
TROWBRIDGE
Wiltshire
BA14 8AH
info@trowbridge.gov.uk

20th June 2018

SUMMONS

To members of the Policy & Resources Committee: Councillors: Brice, Blakemore, Bridges, Drewett, Fuller(Chair), David Halik, Kirk (Vice Chair), Oldrieve, Payne and Whiffen.

Dear Councillor

You are hereby summoned to a meeting of the **Policy & Resources Committee which is to be held on the rising of the Extra Full Council meeting (at 19:00hrs) on Tuesday 26th June 2018**, in the Pitman Room, Civic Centre, St Stephen's Place, Trowbridge.

Yours faithfully

Lance Allan
Town Clerk

Members of the public are welcome to attend meetings of the Council and Committees, unless specifically excluded due to the confidential nature of the business.

Enquiries, tel: 01225 765072 or e-mail: info@trowbridge.gov.uk

AGENDA

1. **APOLOGIES**

- a) **To receive** apologies from those unable to attend.
- b) **To consider for acceptance** those apologies received with reasons for absence.

2. **MINUTES**

- a) **To approve as a correct record** the Minutes of the meeting held on 1st May 2018 and the Extraordinary meeting held on 5th June 2018.
- b) **To receive** any questions arising from those minutes.

3. **DECLARATIONS OF INTEREST**

To receive Declarations of Interest not already included on the Register in respect of matters contained in this agenda, in accordance with the provisions of the Local Government Act 1972 in respect of officers and of the Localism Act 2011 in respect of members.

4. **CHAIR'S ANNOUNCEMENTS**

To receive any announcements which the Chair may wish to put to the meeting.

5. **OPEN FORUM**

- a) **To receive questions from the public**, these may be answered but not debated.
- b) **To receive** a report from Trowbridge Town Hall Arts (copy attached) and presentation from Tracy Sullivan & Colin Kay.

6. **TOWN CLERK'S REPORT**

To consider the Town Clerk's Report (copy attached).

7. **COSTA COFFEE MACHINE INSTALLATION (Report Item 3.2.3)**

To consider the Town Clerk's
RECOMMENDATION

To consider for approval the installation of a Costa Coffee machine in early September on a trial 12 month period basis, to support the Civic Centre Rejuvenation Project and Open Day on Thursday 13th September 2018.

8. **TROWBRIDGE NEIGHBOURHOOD PLAN (Report item 6.4.6)**

To consider the Town Clerk's

RECOMMENDATION: That the committee establishes a Neighbourhood Plan Steering Group comprised of at least three councillors and two members of the public.

9. **RISK & AUDIT PANEL (Report Item 2.1.1)**

a) To consider and approve the appointment of the following:

Risk & Audit Panel: Cllrs Blackmore, Brice, Cavill, Fuller, Kirk

b) To consider the agenda for the meeting held on Tuesday 19th June 2018, and any recommendations therein, due to the cancellation of the meeting due to it being inquorate (copy attached).

10. **PAYMENT OF ACCOUNTS**

To consider for approval payments and receipts made since the last meeting of the Council recorded on the Cash Receipts and Payments Records by the Finance Officer and to confirm the action of Councillors Bridges & Whiffen in signing the Cash Payments and Receipts Records.

| | <u>Payments</u> | <u>Receipts</u> |
|----------|------------------------|------------------------|
| February | £216,813.28 | £81,712.13 |
| March | £194,474.53 | £119,527.86 |
| April | £378,732.21 | £932,470.63 |
| May | To be reported | |

11. **GRANT APPLICATIONS**

a) To consider the town council's support for Trowbridge Town Hall Arts for 2018/19 and beyond. The town council has a budget of £10,000 to support Trowbridge Town Hall Arts for 2018/19. Trowbridge Town Hall Arts are seeking additional funding in 2018/19 and a commitment for future years to secure their activities at the Town Hall. If the committee wishes to provide greater support than the budget it is recommended that this goes forward to Full Council with a recommendation from the committee.

b) To consider the grant applications received and recommendations (copy attached):

General Grants

1. Julian House Bike Workshop
2. Wessex Stationary Engine Club
3. Staverton Rangers
4. Group Five
5. Back on Track – Stroke Rehab Service
6. Wiltshire Sight wkg in partnership with Vision West of England
7. Friends of the Down Cemetery
8. Wiltshire Islamic Cultural Centre
9. Revitalise Respite Holidays
10. Collaborative Schools Ltd
11. Trowbridge Amateur Swimming Club
12. Wiltshire Race Equality Council
13. Iford Arts
14. Monday Wednesday Club
15. Alzheimer's Support
16. Multiple Sclerosis Therapy Centre
17. Meg Mosley Freelance Community Artist

18. Newtown Residents' Association
19. The Halve

Core Grants

1. Trowbridge Guild of Community Service
2. HELP Counselling
3. Hub Management Committee (Seymour)
4. Wiltshire Mind
5. Wiltshire Citizens Advice
6. Trowbridge Area Community Link Scheme (TACLS)

Core Grant requests for 2019/20

7. Back on Track – Stroke Rehab Service
8. The Cyber Café for Disabled people (Disabled on line)

12. QUARTERLY MANAGEMENT ACCOUNTS (Report Item 2.1.1)

To consider the preliminary End of Year Management Accounts (copy attached).

13. POLICIES (Report Item 1.3)

- a) Fraud & Corruption Policy (copy to follow)
- b) Markets Policy (copy attached)

14. PRESS RELEASES

To consider if the Committee should make a press or social media release regarding any of the issues considered.

15. DATE OF NEXT MEETING

Tuesday 4th September 2018 at the Civic Centre, St Stephen's Place, Trowbridge.