

The Civic Centre  
St Stephen's Place  
TROWBRIDGE  
Wiltshire  
BA14 8AH  
[info@trowbridge.gov.uk](mailto:info@trowbridge.gov.uk)

25<sup>th</sup> February 2020

## **SUMMONS**

**To members of the Policy & Resources Committee: Councillors: Brice (VC), Blakemore, Bridges, Cavill, Drewett, Fuller (Chair), David Halik, Hoar, Oldrieve and Whiffen.**

Dear Councillor

You are hereby summoned to a meeting of the **Policy & Resources Committee which is to be held on Tuesday 3<sup>rd</sup> March 2020 at 19.00hrs**, 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](mailto:info@trowbridge.gov.uk)

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## **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 14<sup>th</sup> January 2020.
- b) **To receive** any questions arising from those minutes.
- c) **To receive** as a correct record the Minutes of the Civic Board meeting held on 4<sup>th</sup> February 2020.

### **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) **Simon Watkins** (Wiltshire Council's Regional School Improvement and Excellence Lead), to receive questions on Agenda Item 8.
- b) **To receive questions from the public**, these may be answered but not debated.

### **6. TOWN CLERK'S REPORT**

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

### **7. CARBON REDUCTION STRATEGY (Report Item 1.2)**

**To consider** the Town Clerk's report and Members' report following visit to Stroud Town Council.

**8. INDICES OF MULTIPLE DEPRIVATION (Report Item 1.4)**

To consider the response received from Wiltshire Council (see agenda item 4).

**9. FREE PARKING DAYS (Report Item 8.1.3)**

To note that Wiltshire Council has agreed that the Court Street car-park can be allocated for two days for the fun fair for Carnival weekend.

**RECOMMENDATION:** That free parking days are awarded for 2020 in accordance with the Wiltshire Council Policy as follows:

		Sat 9 May	Sat 13 June	Sat 29 June	Sat 11 July	Sat 8 August	Sat 12 Sept	Sat 10 Oct	Carnival	Carnival	TOTAL
Bradford Road	24			24						24	
Broad Street	33			33							
Church Street	36			36						36	
Court Street	78			78				78	78		
Lovemead	165	165	165	165	165	165	165	165			
St Stephen's Place	438										
Total	774										
Total x 2	1548	165	165	336	165	165	165	165	78	138	1542

**10. GREEN INFRASTRUCTURE & OPEN SPACE STUDY (Report item 6.4.1)**

To consider the Town Clerk's report, previously circulated information and the Town Clerk's

**RECOMMENDATION:** That councillors provide input to the Town Clerk by Monday 23<sup>rd</sup> March and delegate compilation of the Green Infrastructure and Open Space Study data to the Town Clerk, for submission to Wiltshire Council by 31<sup>st</sup> March.

**11. RISK & AUDIT PANEL (Report Item 2.4)**

To note the notes of the Risk & Audit Panel meeting held on Tuesday 4<sup>th</sup> February 2020 and any recommendations therein (copy to follow)

**12. PAYMENT OF ACCOUNTS (Report item 2.3)**

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 Kirk & Palmen in signing the Cash Payments and Receipts Records.

	<u>Payments</u>	<u>Receipts</u>
December	£560,494.95	£145,921.73
January	£372,934.42	£989,285.93

**13. MANAGEMENT ACCOUNTS (Report Item 2.3)**

To consider the Q3 Accounts (copy attached)

**14. POLICIES**

There are currently no policies due for review.

**15. MEDIA RELEASES**

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

**16. DATE OF NEXT MEETING**

Tuesday 5<sup>th</sup> May 2020 at The Civic, St Stephen's Place, Trowbridge.