

POLICY AND RESOURCES COMMITTEE

Draft Minutes of the Meeting held in the Large Hall of the Town Hall, Calne on Monday 10th June 2019

PRESENT: Cllr Merrick - Town Mayor
Cllr Jones – Deputy Town Mayor
Cllr Boore (substitute for Cllr Ansell)
Cllr Canfer
Cllr Conway
Cllr Fisher
Cllr MacNaughton
Cllr Mewett (arrived 18:39)
Cllr Trotman

OFFICERS: Jeannette Young – Director of Council Services
Natasha Griffin – Committee Clerk

Public Participation

6 members of the public were present.

A representative from Springboard North Wilts Opportunity Group attended in support of their grant application. The organisation supports children under the age of five with special educational needs. The grant will be used to purchase two tablets that will help with administration processes increasing time available with children and families.

The applicant for the Barn Dance Fundraising event attended in support of his grant application and provided members with information regarding the African Scout expedition where he will be working on a community project.

Representatives from Calne Bowls Club attended in support of their grant application and explained to members that they intend to purchase new equipment and promote the facility.

1/19 ELECTION OF A VICE CHAIRMAN

It was proposed by Cllr MacNaughton seconded by Cllr Conway and

UNANIMOUSLY RESOLVED to elect Cllr Fisher as Vice Chairman of the Policy and Resources Committee for the 2019/20 municipal year.

2/19 APOLOGIES

Cllr Ansell.

3/19 DECLARATIONS OF INTEREST

Cllr Canfer declared that she has friends in the scouts but will discuss the grant application and vote.

Cllr Mewett declared that his son attends the scouts but will discuss the grant application and vote.

The Town Mayor, Cllr Merrick declared that he is the Chairman of the Twinning Association but will discuss the grant application and vote.

4/19 MINUTES

It was proposed by the Town Mayor, Cllr Merrick, seconded by Cllr Canfer and

RESOLVED to approve the minutes of the Extraordinary Policy and Resources Committee meeting held on Monday 25th March 2019 as a true record and these were signed by the Chairman.

5/19 START TIME FOR THIS COMMITTEE

It was proposed by the Town Mayor, Cllr Merrick, seconded by Cllr Mewett and

UNANIMOUSLY RESOLVED that the start time for the Policy and Resources Committee will remain at 18:30 for the 2019/20 municipal year.

6/19 NOTES FROM WORKING GROUP

6.1/19 Finance Working Group

Members received the draft notes from the Finance Working Group meeting held on 29th April 2019.

Members received the financial statement/balance sheet as at the 31st March 2019 which was noted and initialled by the Chairman of the Finance Working Group.

6.2/19 Governance and Policy Working Group

Members received the draft notes from the Governance and Policy Working Group meeting held on 23rd May 2019.

7/19 GRANTS AND DONATIONS – LIST OF GRANTS AND DONATIONS AWARDED 2018/2019 AND 2019/2020.

Members received the list of grants and donations awarded, 2018/19 and 2019/20.

7/19.1 Grant Application – Barn Dance Fundraising Event – African Scout Expedition

It was proposed by Cllr Fisher, seconded by Cllr Canfer and

UNANIMOUSLY RESOLVED to award a grant of £375 for the hire of the Town Hall on 23rd November 2019 for a Barn Dance fundraising event for the trip of a lifetime to join the African Scout Expedition to Tanzania in 2020 to work on a community project.

Power: Under the General Power of Competence.

7/19.2 Grant Application – Calne and District Community Link Scheme

Members discussed whether to award the full amount requested that being £927.70 and considered whether a reduced amount would be more appropriate.

It was proposed by Cllr Trotman, seconded by the Town Mayor, Cllr Merrick and

UNANIMOUSLY RESOLVED to award a grant amount of £500 to Calne and District Community Link Scheme and not the full amount requested of £927.70.

Power: Under the General Power of Competence.

7/19.3 Grant Application – Olive Branch Counselling

It was proposed by the Town Mayor, Cllr Merrick, seconded by Cllr Boore and

UNANIMOUSLY RESOLVED to award a grant amount of £500 to Olive Branch Counselling Services.

Power: Under the General Power of Competence.

7/19.4 Grant Application – Calne Music and Arts Festival

Members discussed whether to approve the full grant amount requested that being £900, or a reduced amount.

It was proposed by Cllr Fisher, seconded by the Town Mayor, Cllr Merrick to approve the full grant request of £900. However, this resolution was not supported.

It was proposed by Cllr MacNaughton, seconded by Cllr Trotman and

RESOLVED to award a grant amount of £500 to Calne Music and Arts Festival and not the full amount requested of £900.

Power: Under the General Power of Competence.

7/19.5 Grant Application – Springboard North Wilts Opportunity Group

Members noted that the organisation covers North Wiltshire and considered approving half the requested amount.

It was proposed by Cllr Fisher, seconded by the Town Mayor, Cllr Merrick and

UNANIMOUSLY RESOLVED to award a grant amount of £233.40 to Springboard North Wilts Opportunity Group and not the full amount requested of £466.80.

Power: Under the General Power of Competence.

7/19.6 Grant Application – Calne Bowls Club

Members where of the view that the requested amount of £1672 was a large amount of the Calne Bowls Club overall budget and therefore approving a reduced amount was suggested.

It was proposed by Town Mayor, Cllr Merrick, seconded by Cllr Fisher and

UNANIMOUSLY RESOLVED to award a grant amount of £750 to Calne Bowls Club and not the full amount requested of £1672.

Power: Under the General Power of Competence.

7/19.7 Grant Application – The Wiltshire Music Centre Trust Limited

It was proposed by Cllr MacNaughton, seconded by the Town Mayor, Cllr Merrick and

UNANIMOUSLY RESOLVED to award a grant of £450 to The Wiltshire Music Centre Trust Limited to advance music education for students of all ages. This is achieved through its high quality public concerts, nationally acclaimed creative learning programme and regular music activities for all ages, regardless of musical training or background.

Power: Under the General Power of Competence.

7/19.8 Grant Application – Calne Twinning Association

Cllr MacNaughton declared a financial interest in that renting accommodation to those attending the event and so will not vote on the grant application.

It was proposed by Cllr Fisher, seconded by Cllr Trotman and

RESOLVED to award a grant of £2,500 to Calne Twinning Association towards hosting this year's Tri Visit from all three Twinned Countries for a week over the Carnival weekend, 26th June to 3rd July.

Power: Under the General Power of Competence.

It was proposed by Cllr Fisher, seconded by Cllr Canfer and

UNANIMOUSLY RESOLVED to recommend to the Finance Working Group that the Calne Twinning Association be added to the list of organisations to receive an annual grant.

7/19.9 Grant Application – Friends of Calne Bike Meet

It was proposed by the Town Mayor, Cllr Merrick, seconded by Cllr Boore and

UNANIMOUSLY RESOLVED to award a grant of £2,119 to Friends of Calne Bike Meet for use of the Town Council's Assets, Car Parking fee, Hire of Toilets and a grant for the use of the Town Hall on 27th July for Calne Bike Meet. The cost of the hire of the toilets, £1164, to be taken from the toilet reserve.

Power: Under the General Power of Competence.

7/19.10 Grant Application – Calne Our Place

It was proposed by Cllr Fisher, seconded by Cllr Canfer to reject the grant application received from Calne Our Place due to the large sum requested and the need for further information. However, this proposal was not supported and therefore fell.

It was proposed by Cllr MacNaughton, seconded by Cllr Mewett and

RESOLVED to defer the decision to award Calne Our Place with a grant of £4961 until the next Policy and Resources Committee meeting on 16th September 2019 at which time Calne Our Place can attend and provide further information.

Cllr Trotman noted that Calne Our Place should be considered as a recipient of an annual grant to be discussed at the next Finance Working Group meeting.

7/19.11 Grant Application – Calne Movies

Application Form, Accounts and Constitution attached. Requesting a grant of £1,750.00 for the hire of the Town Hall for 10 monthly film showings. The Bank Statement, Booking Form and Criteria Sheet will be available for viewing at the meeting, if required.

It was proposed by Cllr Trotman, seconded by Cllr MacNaughton and

UNANIMOUSLY RESOLVED to award a grant of £1,750.00 to Calne Movies for the hire of the Town Hall for 10 monthly film showings.

Power: Under the General Power of Competence.

7/19.12 Update Report – Golden Oldies Charity

Members received the update report from Golden Oldies Charity.

7/19.13 Update Report – Calne Twinning Association

Members received the update report from Calne Twinning Association.

7/19.14 Update Report – Calne Pocket Park and Community Garden

Members received the update report from Calne Pocket Park and Community.

7/19.15 Update Report – Wiltshire Citizens Advice

Members received the update report from Wiltshire Citizens Advice.

7/19.16 Update Report River Warriors

Members received the update report from River Warriors.

7/19.17 Update Report – Wiltshire Music Centre Trust Ltd

Members received the update report from Wiltshire Music Centre Trust Ltd.

7/19.18 Update Report – Calne Clean Up Crew

Members received the update report from Calne Clean Up Crew.

7/19.19 Letter of thanks – Parish of Calne & Blackland

Members received the letter of thanks from Parish of Calne & Blackland.

8/19 REPORTS AND RECOMMENDATIONS

8/19.1 Marking the Death of a Senior National Figure Procedure

It was proposed by Cllr Merrick, seconded by Cllr Trotman and

RESOLVED to approve and adopt the draft Marking the Death of a Senior National Figure Procedure.

8/19.2 Virtual Presence

It was proposed by the Town Mayor, Cllr Merrick, seconded by Cllr Fisher and

RESOLVED to recommend to Full Council to agree that a virtual presence (remote dialling in) is acceptable at Working Group meetings.

Members discussed the importance of there being a formal procedure for remote dialling in to meetings.

8/19.3 Skate Series – Funding Request

It was proposed by the Town Mayor, Cllr Merrick seconded by Cllr MacNaughton and

UNANIMOUSLY RESOLVED to approve the funding for the 2019 Calne Skate Series and allocate £450 from the 110-4315 budget (Drop in Centre) towards the project.

8/19.4 Youth Engagement – Outreach Project

It was proposed by the Town Mayor, Cllr Merrick seconded by Cllr Trotman and

UNANIMOUSLY RESOLVED to approve the proposal for 12 weeks Youth Engagement from Community Mentoring and Support (CMAS) and commit up to £1800 to be taken from 110-4315 Drop in Centre (to be renamed – Youth Services) with matched funding to sought from the Calne Area Board.

9/19 WORKING GROUPS

It was proposed by the Town Mayor, Cllr Merrick, seconded by Deputy Town Mayor, Cllr Jones and

UNANIMOUSLY RESOLVED that Cllr MacNaughton fill the vacancy for a central ward Council in the Finance Working Group.

It was proposed by the Town Mayor, Cllr Merrick, seconded by Cllr Fisher and

RESOLVED to approve the amended Working Group Membership for 2019/2020 municipal year.

10/19 P&R BUDGET AND EARMARKED RESERVES

Members received the budget and earmarked reserves.

11/19 Strategic Action Plan

Members received the strategic action plan.

12/19 CONFIDENTIAL SESSION

It was proposed by Cllr MacNaughton, seconded by Cllr Canfer and

UNANIMOUSLY RESOLVED that in view of the sensitive nature of the business to be transacted, to receive confidential minutes, that any public be excluded and instructed to withdraw.

Public meeting closed at: 19:54

13/19 CONFIDENTIAL MINUTES

It was proposed by the Town Mayor, Cllr Merrick, seconded by Cllr Conway and

RESOLVED to approve the Confidential Minutes of the Extraordinary meeting of the Policy Resources Committee held on Monday 25th March 2019 as a true record, and these were signed by the Chair.

14/19 PERSONNEL SUB-COMMITTEE

Members received the draft notes of the Personnel Sub-Committee meeting held on 26th April 2019.

14/19.1 New National Minimum Wage

Members resolved to approve the recommendation.

14/19.2 Staff Recommendation

Members resolved to approve the recommendation.

15/19 FINANCE WORKING GROUP

Members received the confidential notes of the meetings held on 25th March 2019 and 29th April 2019.

16/19 RECREATION GROUND

Members received the notes from the Recreation Ground Working Group meeting held on 3rd April 2019.

Meeting Closed at: 19:59