

Malmesbury Town Council

Minutes of the Policy & Resources Committee held in Malmesbury Town Hall on Wednesday 6th February 2019 commencing at 7.00pm.

Present: Councillors: W R Jones (Chair), L G Grant, A J Gundry, J E Exton, P Newman, C M Ritchie and F Vandelli.

Apologies: Councillor P Smith

Other Members Present: Councillors R Budgen, P Exton.

Declarations of Interest: None.

52. APOLOGIES FOR ABSENCE

Councillor P Smith

53. PUBLIC QUESTION TIME

There were no public questions.

54. MINUTES OF THE POLICY & RESOURCES MEETING HELD ON 4th DECEMBER 2018.

Resolved that the minutes of the Policy & Resources Committee meeting held on the 9th October 2018 as circulated, be received and adopted.

55. INCOME & EXPENDITURE

Consideration was given to Report No.1 which outlined income & expenditure to the end of month and the major variations.

Resolved that the report be noted.

56. RESERVES POLICY

Councillor Ritchie presented his report on a new reserves policy to be recommended to the Town Council for adoption.

Resolved that the Reserves Policy as agreed by the Policy and Resources Committee be recommended to the Town Council for adoption from 1st April 2019.

Councillor Jones thanked Councillor Ritchie on behalf of the committee for all his endeavours in producing the new policy.

57. BUDGET PROPOSALS 2019/2020

The committee discussed the budget that had been presented to the Town Council with a view to making changes within the individual budget heads but not the final figure. Councillor Ritchie proposed that the salary budget was too high and needed to be reduced and that the mayoral allowance should be increased to £1,250 and the grant to the twinning association to £450. Councillor Grant proposed that the small grants budget be increased to £2,500.

Resolved that the committee address all proposed alterations by exchange of emails and that the item would be discussed and determined at the next meeting.

58. BUSINESS PLAN

Councillor Gundry presented his revised Appendix 5 to the Business Plan. The committee suggested some minor alterations.

Resolved that the revised Appendix 5 to the Business Plan be recommended for acceptance by the Town Council.

59. CLOISTER GARDENS

The Town Clerk presented a request made by the owners of Abbey House that signs be erected in Cloister Gardens to assist the police in controlling inappropriate behaviour.

Resolved that the Town Clerk be authorised to install the appropriate signage..

60. EXCLUSION OF PRESS AND PUBLIC

In view of the commercially confidential items included in the remainder of the agenda it was proposed, seconded that the press and public be excluded.

Resolved that press and public be excluded from the remainder of the meeting

61. PARKLANDS

The Town Clerk presented his report on the outcome of discussions with the Housing Association on the subject of parking.

Resolved that the Town Council had no aspirations to manage or administer the area but discussions should continue with the Housing Association and any interested third party in an attempt to find an acceptable solution.

62. CLEANING CONTRACT 2019

The Town Clerk presented a report on the price rise submitted by the cleaning contractor, much of which was based upon paying his employees the Real Living Wage.

Considerable discussion ensued surrounding the merits of seeking alternative contractors or taking the service back in-house.

Resolved that the revised cost for the cleaning contract be accepted subject to confirmation being received that employees were being paid the Real Living Wage.

63. EXTERNAL TOILETS

The Town Clerk presented his report on the subject of provision of public toilets located within the existing building at the rear of the Town Hall. The report contained the estimate for a single facility suitable to meet requirements of the DDA and another single standard unit.

Resolved that the committee approved the proposal with half of the capital cost being met from CIL receipts and the other to be funded from grants or other sources. The outcome of any grant applications to be known before any contract is entered into.

The meeting closed at 21.20 hrs