

STRATEGY AND RESOURCES COMMITTEE

06 April 2011

Dear Councillor

NOTICE is hereby given that a meeting of the **Strategy and Resources Committee** will be held at the Town Hall, High Street, Chippenham at which your attendance is requested on **Wednesday 13 April 2011 at 7.00pm.**

Yours faithfully

Sue Wilthew
Clerk & Chief Executive

To: Councillors Mrs DB Allen
MC Coates
WJ Douglas
Mrs MF Lloyd
ACG Noblet
MAC Packard
JA Phillips
Mrs NM Phillips
Mrs LS Roberts-Rance
JR Scragg
WA Wood
Mrs JM Wood

Mrs SE Oakes (ex-officio)
DLB Powell (ex-officio)

Other Members of the Council for information

AGENDA

1. APOLOGIES

2. DECLARATION OF INTEREST

All Members of the Town Council are reminded to declare any interest they may have in any business of the Council, its Committees or Sub-Committees, in accordance with the Code of Conduct included in current approved Standing Orders.

3. PUBLIC QUESTION TIME

To receive any written or verbal questions from the public.

4. MINUTES

To approve as a correct record and to sign the minutes of the meeting held on Wednesday 16 February 2011 (copy previously circulated).

5. MATTERS ARISING

Matters of information not covered on the Agenda.

6. CHAIRMAN'S ANNOUNCEMENTS

7. FINANCIAL ADMINISTRATION

(a) Accounts for Payment/Cheque Payment Audit

In accordance with policy two Members have been invited to select invoices for inspection. Schedules of selected invoices chosen by Councillors Mrs LK André and R Jones (copy attached).

Following that selection, all supporting documentation for those items will be made available at the meeting. Members will be able to view this information prior to the commencement of the meeting.

(b) Expenditure

To note expenditure for the following periods:-

01 – 31 January 2011 in the sum of £192,263.77 inc. VAT

01 – 28 February 2011 in the sum of £218,668.27 inc. VAT

(c) Internal Audit

To consider a report by the Head of Support Services (copy attached).

(Members are requested to give advance notice of any questions relating to the above items).

8. PERFORMANCE REVIEW SUB COMMITTEE

To receive the Minutes of the meeting held on Tuesday 3 March 2011 (copy previously circulated).

9. MUSEUM AND HERITAGE MANAGEMENT COMMITTEE

To receive the Minutes of the meeting held on Tuesday 15 March 2011 (copy enclosed).

10. STANLEY PARK DEVELOPMENT WORKING PARTY

(i) To receive the Minutes of the meeting held on Thursday 17 March 2011 (copy previously circulated).

(ii) To approve the Recommendations arising from Minute 17/10 of the above Minutes in the sum of £87,000.

11. TOWN AND NEELD HALL WORKING PARTY

(i) To receive the Minutes of the meetings held on:-

Monday 14 February 2011 (copy previously circulated)

Monday 28 February 2011 (copy previously circulated)

Monday 21 March 2011 (copy previously circulated)

Monday 4 April 2011 (copy enclosed)

(ii) To consider the following Recommendations arising from Minutes 28/10 and 29/10 of the meeting held on Monday 4 April 2011:-

(a) To appoint Mr J Konynenberg as Consultant to draw up for consideration a medium term development plan for the Neeld Hall, on a free of charge basis.

(b) To authorise the Officers to discuss further with Mr S Kelman access to the premises which are let to him, in connection with functions held in the Neeld Hall.

12. CIVIC AWARD WORKING PARTY

- (i) To receive the Minutes of the meeting held on Thursday 31 March 2011(copy enclosed) and consider the Recommendations under Minutes 6 and 7.
- (ii) To note that in accordance with policy the names will be made public at Town Council on Wednesday 20 July 2011.

13. TOWN PROMOTIONS & EVENTS AND CHIPPENHAM TOURIST INFORMATION CENTRE

To receive a report from the Tourism Events and PR Manager on Town events and promotions (copy attached).

14. TOWN MARKET

To consider the policy Recommendation in respect of the future management of the Town Market arising from Minute 59/10 of the meeting of the Amenities Committee held on Wednesday 16 March 2011.

Subsequently a report has been received from NABMA, following their consultancy visit on Saturday 19 March, which broadly supports the above Recommendation of the Amenities Committee.

15. DONATIONS

To consider requests from organisations for donations from Chippenham Town Council (schedules and copies of application forms attached).

Further detailed information for each application is available in the Office for Members' perusal prior to the meeting.

Members are reminded that the sum of £19,910 remains in the approved budget for 2010/2011 (net of the sum for the Action for Market Towns convention and the Taxi Marshall scheme).

16. CHIPPENHAM AREA BOARD MEETING

To consider whether there are any items to be forwarded to the next available meeting of Wiltshire Council's Chippenham Area Board.

(Members may wish to submit details and attend on agreed items).

17. PRESS RELEASE

To consider, if necessary, the issue of a press release arising from the meeting.