

# STRATEGY AND RESOURCES COMMITTEE

7 December 2011

**To:** Councillors      Mrs DB Allen      WJ Douglas  
Mrs EA Kennedy      Mrs MF Lloyd  
ACG Noblet      Mrs SE Oakes  
MAC Packard      BS Patterson  
Mrs NM Phillips      JR Scragg  
WA Wood      Mrs JM Wood

DLB Powell (ex-officio)

JA Phillips (ex-officio)

Other Members of the Council for information

**Dear Councillor**

## **MEETING OF THE STRATEGY AND RESOURCES COMMITTEE –14 December 2011**

You are summoned to attend a meeting of the **Strategy and Resources Committee** to be held at The Town Hall, High Street, Chippenham on **Wednesday 14 December 2011** commencing at **7.00pm** for the transaction of the business given in the Agenda attached.

Please note members of the public are invited to address the council at this meeting at 7.00 p.m.

Yours faithfully,

**Mrs Sue Wilthew, BSc. (Hons), MILCM  
Clerk & Chief Executive**

**AGENDA**  
**STRATEGY AND RESOURCES COMMITTEE - Wednesday 14 December 2011**

**1. APOLOGIES FOR ABSENCE**

To receive apologies for absence and consider if the reason for absence should be formally approved by the Council.

**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 sign the Minutes of the meeting held on Wednesday 2 November 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 MC Coates and Mrs SA Gibson (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 October 2011 in the sum of £301,620.20inc. VAT

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

**8. 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).

**9. MUSEUM AND HERITAGE MANAGEMENT COMMITTEE**

To receive the Minutes of the meeting held on Tuesday 29 November 2011 (copy enclosed).

**10. RIVER FESTIVAL: POLICY AND FUNDING**

To consider a joint report from the Clerk & Chief Executive and the Head of Support Services (copy attached).

**11. PROPOSED FEES AND CHARGES 2012/2013**

To consider a Report by the Head of Support Services and the Appendix referred to (copy attached).

**12. PROPOSED BUDGET 2012/2013**

To consider a Report by the Head of Support Services and the Appendix referred to (copy attached).

**(Members are requested to give advance notice of any questions relating to items 11 and 12 above).**

**13. DONATIONS**

Members are asked to note that no requests for Donations have been received and no funds remain in the approved budget for 2011/2012.

**14. TOWN HALL UNIT NO.2**

To receive a report by the Head of Support Services (copy attached) on the possible alternative use of this property (Min. 68/11 refers).

**15. MONKTON AND ISLAND PARKS: PROPOSED DEVOLUTION OF SITE**

Following a policy decision taken by Strategy and Resources Committee on 19 October 2011 discussions are continuing regarding all "Reserved Matters" and there will be an Officers meeting on Friday 09 December 2011 (Min. 66/11 refers).

**16. TOWN CENTRE WORKING PARTY**

To nominate Members to a Working Party to take the lead on working with other agencies on Town Centre issues.

**17. 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).

**18. PRESS RELEASE**

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