



**Minutes of Meeting held on Wednesday 5th April 2017, 7pm
At the Community Centre**

Present: Keith Smith Alison Durrant Nick Gardiner Ian James
Ian Webb Sandra Rendall Phil Baker Paul Newton Smith
Ken Saunders Gary Llewellyn Adrian Hares

1. Apologies Steve Martin Alice Douglass Sarah Olnier

Visitor:

Welcome

2. Minutes of March Meeting:

Minutes of previous meeting signed and filed. Proposed by **PNS** seconded by **IW**

3. Matters Arising:

From July:

4. Post Box – KS still to do
None

4. Correspondence - none

5. Report from HTC representative: NG

- Leisure and Planning meeting 18/4 – urgent items. Proposal from Adult football club to change building
- Skatepark – HTC is funding. Other funders need Land details to be clarified before proceeding. This is presently with David Lane. **KenS, NG and AD will chase**
- Next full HTC meeting in June – new roles and summaries
- **Q.** How is the Assembly run or advertised?

6. Highworth Town Council reserves

- **IJ** has looked at HTC accounts to end 31/3/16. £455k in hand, £303 allocated and £152k unallocated which is 45 % of precept. David Lane responded that unallocated was down to excellent budgeting over 23 years, some expenditure due this year from reserves, no policy in place on how money is to be used. **IJ** Yes a reserve is necessary, but too excessive, feels past tax payers have been overcharged. What are HCPG's views?
- **KS** has been through the figures with David Lane
- **NG** accrued overtime and funds in a comfortable place
- There should be a policy on unallocated funds and what they would spend it on. What is a good reserve?
- Accounts are available monthly to councillors
- **NG** 106 list request at next GP&F meeting
- What is due to be spent?
- At June meeting ask David Lane to set a budget plan. Brings us back to HTC having a Business Plan
- Get HTC to review putting a policy in place for the above, following a question which **IJ** will raise at the meeting
- 24/4 going through all policies to present to the rest of the councillors
- Status of 106 monies – Pauline Webster and Maureen Penny. **IJ** spend the money for benefit of community
- Website – set to change

7. **HCPG Public Liability Insurance**
Have approached CDA for a quote for 2017.

8. **Programme for 2017:
Town Centre Update**
Rod has tracked the 1-1250 plan to use at a cost of 66.82. Proposed **IW** seconded **PNS**

Tourism

2 businesses have joined the group, Emporium and Alice.

Need to attract coaches and local drivers with an attractive package, draft of leaflets, linking in with Coleshill. When ready need to deliver to Coach Company (Barnes), if successful this will encourage other companies

Cotswold tours from Swindon stay in Swindon hotels as cheaper

Negotiate with Church to open the tower

Need to sell to Highworth and local area, we have to generate customers

Funding will be required at some point

Open the council rooms as a small museum, make more attractive

Town Trail plaques and brown signs – use Apps past and present

KS full SBC meeting on 6/4 the Neighbourhood Plan is set for approval. Tourism is a policy within, therefore have an obligation to take forward

Arkells?

Totally Locally update

Attached are notes of our last meeting. In brief, a variety of shops took part, but at stale mate so have decided to take it in a new direction through Tourism and the Breakfast Club. **NG** will summarise to HTC.

Care in the Community

Loneliness and Isolation in Communities workshop being held on 13/5, **AD and SAR** maybe attend

Selina Wilkes, Navigator at Westrop Surgery funded by CCG

Connexions updated by **IW**

The Vision

Impact statement pending

9. **Members Business:**

KenS – HCA accessible toilet moving forward

PNS – any news on the preschool – no

The Centre now has outside power source and lights in the car park

PB – Patient Participation up to 240 which is most helpful.

Swindon Patient Group has increased numbers of community nurses.

CAP – steady stream of new clients, advertising for a part time coach

AD – HAFFT week was successful, just need to renew status and actively promote in town

NG – Nexus has 3 new trustees. REC idea is progressing. Halo have had good feedback.

IW - Crime Commissioner no longer funding Safe Places, but we will continue

Liaising with police regarding burglaries in Highworth as he was unfortunately a target. Send emails to **PNS**

Next meeting Wednesday 3rd May 2017