

Minutes of the Policy & Resources Committee
28th February, 7.30pm
The Guildhall

Present:

Cllr Barker
Cllr Cavanagh

Cllr Saunders
Cllr Rowlands

Cllr T Martin
Cllr Henderson

In Attendance:

A. Begent (Deputy Town Clerk)

336. Apologies for Absence

Received from Cllr Hook

337. Declarations of Interest

None

338. Minutes of Previous Minutes and Matter Arising

329. It was noted that this minute should end “bring to a future meeting” (not the next meeting).

335. It was noted the documents to be sent to Secretary of State and the definitive list of stakeholders was to be finalised and was on the agenda for the Creek Working Group scheduled for 2nd March.

The Minutes were proposed by Cllr Baker, seconded by Cllr Cavanagh and on being put to the meeting it was **RESOLVED to accept the Minutes of the Policy and Resources Meeting dated 24th January 2022.**

339. Month End Financial Report

*It was proposed by Cllr Barker, seconded by Cllr T Martin and on being put to the Meeting it was **RESOLVED to accept the Month End Report for January 2022.***

340. WIP Report

It was proposed by Cllr Barker, seconded by Cllr Rowlands and on being put to the meeting it was **RESOLVED to accept the Work in Progress Report**

341. Insurance

At the time of the meeting only one quote had been received from Zurich. This item was therefore deferred to Full Council on 7th March.

It was noted that the location of the fire engine was incorrect and suggested that the locations of all assets should be checked.

342. Strategic Plan

It was noted that the Town Council needed a strategic plan to maintain its Gold Standard Award.

It was agreed that a meeting should be schooled in the imminent future to discuss the plan with the Town Clerk in attendance. KB, CC, MH, and JR to be invited. The existing plan and minutes of previous meeting to be circulated prior to the meeting.

343. Budget 2023-2024

The procedure for drafting the budget for 2022-23 was discussed and it was agreed that the workshop had been helpful. It was considered that the Strategic Plan should be finalised before budget planning commenced.

*It was proposed by Cllr Barker, seconded by Cllr T Martin and on being put to the Meeting it was **RECOMMENDED that Strategic Plan be presented to Town Council in June for approval.***

Chairs of Committees and Working Groups should then attend the September and October meetings of the Policy and Finance Committee and present their budget proposals.

Cllr J Saunders joined the meeting at 20.10

344. Heritage Working Group

The Minutes of the Heritage Working Group dated 24th February were received.

It was proposed by Cllr Barker, seconded by Cllr Martin and on being put to the meeting it was **RESOLVED that Faversham Charters merchandise totalling £2,000 is purchased, with the Town Clerk having delegated authority for pricing of the merchandise. (All merchandise should align to the ethical purchasing and environmental policies.)**

It was proposed by Cllr Martin, seconded by Cllr Henderson and on being put to the meeting it was **RESOLVED that the expenditure for requirements in Appendix A be agreed.**

It was proposed by Cllr Martin, seconded by Cllr Henderson and on being put to the meeting it was **RESOLVED to purchase 2 x 1,000 pin badges for the Platinum Jubilee**

It was proposed by Cllr Martin, seconded by Cllr Barker and on being put to the meeting it was ***RESOLVED that an open letter be sent to Larissa Reed and Emma Wiggins highlighting the Town Council's concerns regarding T S Hazard (Appendix B)***

It was proposed by Cllr Barker, seconded by Cllr Rowlands and on being put to the meeting it was ***RESOLVED that the open letter should be clearly marked as an Open Letter at the top.***

345. Hop Festival 2022

Mr C Jones had attended the start of the meeting and provided a useful update on the Hop Festival.

*It was proposed by Cllr Barker, seconded by Cllr M Henderson and on being put to the Meeting it was **RESOLVED to make a funding pledge of £5,000 to the Hop Festival, to be paid out of the 2022/23 budget.***