

MINUTES OF THE POLICY & RESOURCES COMMITTEE

17th October 2022, 7.30pm
The Guildhall

Present:

Cllr T Martin
Cllr Hook

Cllr Saunders
Cllr Henderson

Cllr Barker

In Attendance:

Louise Bareham (Town Clerk)

403. Apologies for Absence

Received from Cllrs Rowlands, Cavanagh

404. Declarations of Interest

Cllr Saunders declared a DPI for Item as volunteer for Radio Faversham

Cllr Henderson declared a DNPI for Item as Trustee of Faversham Pools

NB Town Clerk is Trustee of Faversham Umbrella but was not part of the decision-making process.

405. Minutes of Previous Minutes and Matter Arising

The Minutes were proposed by Cllr Barker, seconded by Cllr T Martin and on being put to the meeting it was **RESOLVED to accept the Minutes of the Policy and Resources Committee Meeting dated 18th July 2022**

406. Month End Report

The Financial Reports were noted. Cllr Saunders requested a projection for salaries for 2022/23, which will be provided. He suggested that some items were moved to Community and Active Travel cost codes.

407. Budget

The Clerk will arrange to speak to Councillors prior the budget meeting in November.

408. Grants

Councillors had previously scored the applications received for the grant funding and it was agreed to work from the highest scoring down until the funding was fully spent. The following grants were approved:

It was proposed by Cllr Barker, seconded by Cllr T Martin and on being put to the meeting it was **RESOLVED to grant Cooksditch Stream £365**

It was proposed by Cllr Barker, seconded by Cllr Saunders and on being put to the meeting it was **RESOLVED to grant FACE £4,000**

It was proposed by Cllr Henderson, seconded by Cllr Barker and on being put to the meeting it was **RESOLVED to grant Faversham Carnival £2,271**

It was proposed by Cllr Barker, seconded by Cllr T Martin and on being put to the meeting it was **RESOLVED to grant Faversham Umbrella Pools £3,500**

It was proposed by Cllr Barker, seconded by Cllr T Martin and on being put to the meeting it was **RESOLVED to grant Faversham Strikeforce £864.**

409. Rural England Prosperity Fund

Cllr Saunders commented the Prosperity Fund was aimed at areas including tourism, active travel and EV charging points and suggested the Town Clerk liaise with the Chairs of those Committees/Working Groups.

The Town Clerk referred to earlier proposals already submitted under the UK Prosperity Fund. It was agreed a virtual meeting would be arranged for representatives from the Environment Committee, Active Travel Committee, and the Heritage Working Group to discuss these.

410. Safeguarding Policy

Cllr T Martin suggested the Policy review period be annual due to Government guidance being published annually.

Further to a point raised by Cllr Barker, the Town Clerk agreed to check existing contracts any existing safeguarding policy requirement and if not present, this would be added.

Cllr Henderson expressed concerns at the definition of vulnerable adults. Cllr T Martin advised all individuals under the age of 18 are classed as vulnerable in law. In Cllr T Martin's view the example did not need to be included. Cllr Saunders suggested expert guidance be sought.

It was proposed by Cllr T Martin, seconded by Cllr Barker and on being put to the meeting it was **RESOLVED to accept the Safeguarding Policy subject to the review period being annual.**

411. Privacy Notice for Members of the Public

Cllr T Martin suggested a point be added that all meetings whether attended in person or online may be recorded.

It was proposed by Cllr Barker, seconded by Cllr T Martin and on being put to the meeting it was **RESOLVED to accept the Privacy Notice for Members of the Public subject to the above point on the recording of meetings being included.**

412. Privacy Notice for Employees

It was proposed by Cllr T Martin, seconded by Cllr Barker and on being put to the meeting it was **RESOLVED to accept the Privacy Notice for Employees.**

413. Breach Notification Policy

Following a brief discussion, it was agreed to amend the name of the policy to “Data Breach Notification Policy” and that the next review date be May 2023.

Cllr Hook suggested that under the paragraph referring to the Town Clerk reporting a breach to the ICO that the Council be informed.

It was proposed by Cllr Barker, seconded by Cllr Henderson and on being put to the meeting it was **RESOLVED to accept the Breach Notification Policy subject to the amendments above.**

414. Items for Report

None.