

MINUTES OF THE POLICY & RESOURCES COMMITTEE

17th April 2023, 7:30pm
The Guildhall

Present:

Cllr Barker
Cllr T Martin

Cllr Saunders
Cllr Hook

Cllr Rowlands

Public Questions:

None.

434. Apologies for Absence

An apology was received from Cllr Henderson.

435. Declarations of Interest

Cllr T Martin DPI Agenda item 440 End of Year Reports item 1 Civic Expenses

436. Minutes of the Previous Meeting and Matters Arising

Subject to an amendment under minute item 432 previously raised at the Town Council meeting on 11th April 2023, the minutes were proposed by Cllr Barker, seconded by T Martin, and on being put to the meeting it was **RESOLVED to accept the Minutes of the Policy and Resources Committee Meeting dated 20th March 2023.**

437. Annual Governance and Accountability Return 2021-22

The Final Report from PKF Littlejohn was received and noted.

It was proposed by Cllr Barker, seconded by Cllr Rowlands, and on being put to the meeting it was **RESOLVED to accept the Annual Governance and Accountability Return 2021-22.**

438. Statement of Internal Control

It was proposed by Cllr T Martin, seconded by Cllr Barker, and on being put to the meeting it was **RESOLVED to accept the Statement of Internal Control**

439. Risk Assessment and Management Strategy

It was proposed by Cllr Barker, seconded by Cllr T Martin, and on being put to the meeting it was **RESOLVED to accept the Risk Assessment and Management Strategy.**

It was recognised that the action under Strategic Risk Register regarding community engagement would need to be concluded after the Election period by the newly elected Council.

440. End of Year Reports

The Town Clerk referred to the ongoing replenishment of dog waste bags in South Road. These were refilled on a weekly basis by the Facilities Team but seemed to be emptied very quickly. It had been agreed that Cllr Jackson would monitor the situation.

It was agreed to delegate authority on the outstanding balances on the Sales Ledger Aged Account Balances to the Town Clerk for resolution.

It was proposed by Cllr Barker, seconded by Cllr T Martin, and on being put to the meeting it was **RESOLVED to accept the End of Year Reports.**

441. Stock and Asset Register

The Town Clerk reported the Platinum Jubilee bunting had been taken down during the installation of the Christmas Lights. Upon removal the bunting was found to be in poor condition and could not be used again and had been disposed of.

It was proposed by Cllr T Martin, seconded by Cllr Rowlands, and on being put to the meeting it was **RESOLVED to write off the Platinum Jubilee Bunting from the Asset Register.**

It was proposed by Cllr Barker, seconded by Cllr T Martin, and on being put to the meeting it was **RESOLVED to accept the Stock List (Faversham Charters Merchandise) and the Asset Register, correct to 31st March 2023.**

442. Draft Meeting Calendar

The Town Clerk referred to the draft meeting calendar for 2023-24 which proposed to reduce the number of evenings that meetings were held by making start times earlier and holding more on Monday. Councillors generally felt that it would be difficult to start meetings earlier due to work and family commitments but there may not be the need for all Committees to meet every month. It was agreed that the matter would be discussed further at the new Councillor induction and training sessions after the Election period.

443. Matters for Report

None.

444. Private Session

To Resolve that under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and broadcast media be excluded from the meeting during the consideration of the following items of business as publicity would be prejudicial to the public interest because of the commercially sensitive nature of the business to be transacted.

445. Insurance Claim

The Town Clerk reported she had been made aware by a member of the public of an incident they had had at Belvedere Moorings. She had contacted Zurich, the Insurance Company and obtained a claim form. The member of the public would need to provide proof of his loss regarding the items he had mentioned.

It was proposed by Cllr Barker, seconded by Cllr T Martin, it was **RESOLVED** *that ladders be installed at Belvedere Moorings in the area controlled by the Council. The FCMC are to be given the option to have ladders installed in their area at the same time to reduce costs but be given a deadline for a decision to enable the Council to move on with the work.*