

MINUTES OF THE POLICY & RESOURCES COMMITTEE

3rd July 2023, 7:30pm
The Guildhall

Cllr Cook (Chair)	Present	Cllr Rowlands	Apology
Cllr Crayford	Present	Cllr Saunders	Present
Cllr Eyre	Present	Cllr Thomas	Present
Cllr T Martin	Present		

Public Questions:

None.

017. Apologies for Absence

An apology was received from Cllr Rowlands.

018. Declarations of Interest

None.

019. Minutes of the Previous Meeting and Matters Arising

Subject to an amendment under Minute Item 16 which should read “Policy & Resources Committee” in place of “Strategic Planning Workshop”, it was proposed by Cllr T Martin, seconded by Cllr Eyre, and on being put to the meeting it was **RESOLVED to accept the Minutes of the Policy and Resources Committee Meeting dated 5th June 2023.**

020. Month End Reports

In response to a query from Cllr Saunders, the Town Clerk advised that more detailed reports showing the last quarter would be available at the next meeting. The Town Clerk continued that an Expenditure Against Budget Report could be provided but due to the meetings now being earlier in the month, the Report would be a month behind.

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

021. Earmarked Reserves

It was proposed by Cllr T Martin, seconded by Cllr Cook, and on being put to the meeting it was **RESOLVED to accept the Earmarked Reserves report on the basis that a more detailed report be presented to the next meeting.**

Cllr Cook would meet the Town Clerk separately to explore budgetary and reporting information.

022. Internal Auditor

It was proposed by Cllr T Martin, seconded by Cllr Eyre, and on being put to the meeting it was **RESOLVED to approve David Buckett as internal auditor for year ending 31st March 2024.**

023. Insurance Re-instatement Valuation

It was proposed by Cllr Cook, seconded by Cllr Thomas, and on being put to the meeting it was **RESOLVED to award the contract to company C.**

The Town Clerk advised the costs would be met through The Guildhall EMR.

024. Matters for Report

Next Meeting Date

It was agreed the next meeting would take place on Tuesday 15th August 2023 at 7.30pm.

Annual Action Plan

It was agreed the draft Annual Action Plan would be approved by this Committee prior to going to the Full Town Council now that there was a further meeting of this Committee in August.

Policy Reviews

In reply to a query from Cllr Saunders, the Town Clerk advised that a number of Policies would be referred to the Committee for review within the next few months.

Mayoral Robes

Cllr T Martin advised that the Mayoral Robes were over 110 years old, and the fur was becoming detached in places. Research should be carried out to plan for the costs of possible replacement.