

MINUTES OF THE POLICY & RESOURCES COMMITTEE

4th September 2023, 7:30pm
The Guildhall

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

Public Questions:

None.

039. Apologies for Absence

Apologies were received from Cllr Thomas and Cllr Eyre. Cllr Eyre had sent an apology advising she was delayed.

040. Declarations of Interest

None.

041. Minutes of the Previous Meeting and Matters Arising

It was proposed by Cllr T Martin, seconded by Cllr Rowlands, and on being put to the meeting it was ***RESOLVED to accept the Minutes of the Policy and Resources Committee Meeting dated 15th August 2023.***

In response to a query from Cllr Saunders, Cllr Cook advised he had met with the Town Clerk regarding the budget expenditure on PAYE/NI, Pension, and Salaries. The issue was the budget figures for PAYE/NI and Pension were too low, although overall still in budget.

Cllr T Martin advised the Military Covenant had been signed.

042. Month End Reports

Cllr Eyre joined the meeting at 7:46pm.

Cllr Crayford queried the Charter Exhibition section of the Detailed Income & Expenditure by Budget Heading 30/06/23 report, which showed 100.8% spent. The Town Clerk advised that this was a month 4 report and the EMR would be transferred in month 5.

Cllr Saunders referred to the EMR Movement Report 2023-2024 and asked for lines 318 and 338 to be amended to reflect the resolution at the previous meeting regarding the transfer of money from the Active Travel EMR to General Reserves. It was agreed this would be amended in the report.

The Month End Reports were noted.

043. Earmarked Reserves

It was proposed by Cllr Saunders, seconded by Cllr Crayford, and on being put to the meeting it was **RESOLVED to defer Earmarked Reserves Statement to the next meeting.**

044. Payments for Authorisation

It was agreed to defer this item until the next meeting.

045. Policies for Review

It was proposed by Cllr T Martin, seconded by Cllr Saunders, and on being put to the meeting it was **RESOLVED to accept the Code of Conduct Policy.**

It was proposed by Cllr Saunders, seconded by Cllr Rowlands, and on being put to the meeting it was **RESOLVED to accept the Dignity at Work Policy.**

It was proposed by Cllr T Martin, seconded by Cllr Eyre, and on being put to the meeting it was **RESOLVED to accept the Civility and Respect on Social Medial Policy.**

Cllr Rowlands suggested adding the Civility and Respect on Social Media Policy as an addendum to the overarching Civility and Respect Policy. It was agreed this would be discussed at Full Council.

It was proposed by Cllr T Martin, seconded by Cllr Rowlands, and on being put to the meeting it was **RESOLVED to accept the Complaints Policy.**

Following a debate on the Vexatious Complainants Policy, it was proposed by Cllr Cook, seconded by Cllr Rowlands, and on being put to the meeting it was **RESOLVED to defer the approval of the Vexatious Complainants Policy for further research to be carried out on other local authorities' appeals processes and for Councillors to comment/make proposals.**

It was proposed by Cllr T Martin, seconded by Cllr Eyre, and on being put to the meeting it was **RESOLVED to accept the Safeguarding Policy.**

It was proposed by Cllr Rowlands, seconded by Cllr T Martin, and on being put to the meeting it was **RESOLVED to accept the Publication Scheme.**

046. Matters for Report

It was agreed to include an item on Internal Audits for the next meeting. Cllr Cook confirmed he had completed until the end of August.

The meeting finished at 8:32pm.