

MINUTES OF THE POLICY & RESOURCES COMMITTEE

5th February 2024, 7:30pm
The Guildhall

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

In attendance:

Louise Bareham (Town Clerk)

Public Questions:

None.

075. Apologies for Absence

An apology was received from Cllr Crayford, and his substitute, Cllr Golding.

076. Declarations of Interest

None.

077. Minutes of the Previous Meeting and Matters Arising

Subject to a minor amendment under Minute Item 70 which should read “seconded by Cllr Eyre”, 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 4th December 2023.**

Cllr Saunders queried why the Non-Councillor Member Policy had not been on the agenda for this meeting. The Town Clerk advised not enough feedback had been received to progress further. It was agreed the matter would be included on the agenda for the following meeting.

078. Month End Reports

It was proposed by Cllr Cook, seconded by Cllr T Martin, and on being put to the meeting it was **RESOLVED to accept the Month 9 Month End Reports.**

079. Savings Account

It was proposed by Cllr T Martin, seconded by Cllr Gibson, and on being put to the meeting it was **RESOLVED to delegate to the Town Clerk in consultation with Cllr Eyre, to open suitable accounts, and transfer money, in line with the FSCS compensation limit of £85,000 per bank or building society, and look at the signatory requirements.**

It was also agreed to investigate the Public Sector Deposit Fund.

080. Earmarked Reserves

It was proposed by Cllr Saunders, seconded by Cllr T Martin, and on being put to the meeting, it was **RESOLVED to amend the schedule of Earmarked Reserves by transferring the Crime Research money into the General Reserve.**

4 FOR/2 AGAINST

It was proposed by Cllr Gibson, seconded by Cllr T Martin, and on being put to the meeting, it was **RESOLVED to accept the earmarked reserves to be carried forward to 2024/25.**

081. Committee Review and Meeting Calendar

It was proposed by Cllr Rowlands, seconded by Cllr Saunders, and on being put to the meeting it was **agreed to RECOMMEND the following to Town Council:**

- a) **All committees to resume monthly meetings, with the proviso that Chairs/Vice Chairs can choose, if there are no items for decision, to cancel a meeting in liaison with the Town Clerk, at short notice.**
- b) **The Creek Working Group and Heritage and Buildings Working Group combine to form a committee with delegated powers and meet on a monthly basis. A separate working group is formed specific to T S Hazard building, that will report direct to the newly formed committee.**
- c) **The previous informal Strategy/Budget working group becomes a formal Strategy Working Group to work on the following: strategic plan; annual action plan; community engagement/residents' survey; medium term financial plan; loss of services; change strategy policy; devolution/localism; solutions when services are lost; Local Council Award Scheme. This group should meet regularly, in order to progress the work in a timely manner. It should report direct to the Policy and Resources Committee for recommendations to be made to Full Council.**
- d) **The format of the HWRC Working Group should be replicated into a general campaign working group. This group should have delegated powers to meet at short notice and agree urgent items such as setting up of petitions, public meetings, and demonstrations, without having to wait until the formal agreement of Full Council. The working group should consider items when there is reasonable concern that services are at risk. It should not become a political instrument, working on rumours, but for the Town Council to work together for the benefit of residents.**
- e) **The draft meeting calendar for 2024/2025**

082. Newsletter Advertising

It was proposed by Cllr Gibson, seconded by Cllr T Martin, and on being put to the meeting it was agreed to ***RECOMMEND an article is placed in the Spring 2024 newsletter giving notification of advertising opportunities to local businesses to assess interest, and publication dates for 2024 and 2025 are agreed. The advertising policy and rates to be deferred until the following meeting to allow for more research on regulatory requirements and appropriate advertising rates.***

083. Matters for Report

Local Council Award Scheme

The Town Clerk reported there was work needed for the Town Council to renew its Gold Status in May. It was agreed to include the item on the agenda for the following meeting with the Town Clerk to provide a report on what work was required.