MINUTES OF THE POLICY & RESOURCES COMMITTEE

6 July 2026 at 7:30pm

The Guildhall

Present: Cllr C. Martin (Chair), Cllr B. Martin (Vice Chair), Cllr Saunders, Cllr T. Martin, Cllr Rowlands, Cllr Crayford

In attendance: S. Muteham (Town Clerk)

Public Questions:

Maria Newman questioned the balance sheet figures and the timing of the Public Works Loan consultation for the Guildhall.

337. Apologies for Absence and Substitutions

Apologies for absence were received and accepted from Cllr Gibson (substituted by Cllr T. Martin), Cllr Eyre.

338. Declarations of Interest

None.

339. Previous Minutes

Minutes of the Policy and Resources Committee meeting held on 1st June 2026 were noted.

340. Monthly reports

The monthly reports were noted.

341. Policies

The following policies were put forward for review:

a. **Vexatious Complaints Policy**

It was proposed by Cllr Crayford, seconded by Cllr Rowlands, and on being put to the meeting it was ***RESOLVED to defer the review to the next scheduled meeting.***

b. **Scheme of Delegation**

It was proposed by Cllr Crayford, seconded by Cllr Rowlands, and on being put to the meeting it was ***RESOLVED to accept the revised policy whilst retaining the following "All Committees are authorised to approve the minutes of the last meeting of the Committee".***

c. **Website Accessibility Statement**

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

d. **Armed Forces and Reservist Employment Policy**

It was proposed by Cllr B. Martin, seconded by Cllr Crayford, and on being put to the meeting it was ***RESOLVED to accept the revised policy with an amendment to point 4.3, increasing the number of days leave from 5 to 10.***

e. **Staff Handbook**

It was proposed by Cllr B. Martin, seconded by Cllr C. Martin and on being put to the meeting it was ***RESOLVED to accept the revised policy.***

342. Faversham Pools

Members present considered quotes for obtaining legal advice on the Town Council becoming a charitable trustee of Faversham Pools. Cllr Rowlands declared an interest and abstained from voting.

It was proposed by Cllr B. Martin, seconded by Cllr Crayford, and on being put to the meeting it was ***RESOLVED to appoint Tassells to undertake the work.***

At 8:50pm members RESOLVED to adjourn the meeting. The meeting reconvened at 8:55pm.

343. Internal Audit

Members present considered quotes for the provision of internal audit services to include the current financial year.

It was proposed by Cllr Rowlands, seconded by Cllr Crayford and on being put to the meeting it was ***RESOLVED to appoint Mulberry Local Authority Services Ltd to undertake the work.***

344. Strategic Working Group

Members present considered the motion to disband the Strategic Working Group. It was noted that the group no longer existed.

It was proposed by Cllr Crayford, seconded by Cllr Saunders, and on being put to the meeting it was ***RESOLVED to withdraw the motion and add an agenda item for the next meeting to review what future group structure is required.***

At 9:30pm it was proposed by Cllr C. Martin, seconded by Cllr T. Martin, and on being put to the meeting it was RESOLVED to suspend Standing Orders to extend the meeting by 30 minutes so that the remaining business on the agenda could be completed.

345. Action Plan

Members present reviewed and updated the previous action plan for the Policy and Resources Committee.

It was proposed by Cllr T. Martin, seconded by Cllr B Martin, and on being put to the meeting it was ***RESOLVED to include Local Government Reorganisation in the action plan.***

It was proposed by Cllr C. Martin, seconded by Cllr B Martin, and on being put to the meeting it was ***RESOLVED to include Grant Funding in the action plan.***

It was proposed by Cllr R. Crayford, seconded by Cllr B Martin, and on being put to the meeting it was ***RESOLVED to include Policies in the action plan.***

It was proposed by Cllr R. Crayford, seconded by Cllr B Martin, and on being put to the meeting it was ***RESOLVED to include Budgeting in the action plan.***

346. Section 106

Members considered suggestions for future S106 requirements.

It was proposed by Cllr T. Martin, seconded by Cllr B. Martin, and on being put to the meeting it was ***RESOLVED that the committee had no suggestions to submit.***

347. Matters for report

Community grants

The meeting closed at 9:55pm