

Minutes of a meeting of the POLICY & RESOURCES COMMITTEE held in the Council Chamber, Town Hall, following a meeting of the Planning & Highways Committee on Monday 10 October 2022.

PRESENT:

Cllr. A. Stuart (Chair), S. Ashton, M. Best, T. Bond, N. Draycott, K. Head, D. Livesley, P. Maxwell, J. Morris, J. Nathan, A. Samuel and D. Wakeman.

In attendance: Town Clerk K. Sheehan, Deputy Clerk L. Gowers.

OPEN FORUM

No members of the public were in attendance.

11 TO NOTE APOLOGIES FOR ABSENCE

22/23

None.

12 DECLARATIONS OF INTEREST

22/23

None.

13 TO CONFIRM THE MINUTES OF THE PREVIOUS MEETING

22/23

It was AGREED that the Minutes of the meeting of the Policy & Resources Committee held on Monday 8 August 2022 be APPROVED.

14 CLERK'S PROGRESS REPORT

22/23

The Town Clerk reported that the next Councillors Surgery would take place on Saturday 15 October, and an October 'Coffee with Councillors' date was being planned with Councillors Morris and Nathan.

15 FINANCE

22/23

a. To receive the second quarter income and expenditure report

Noted, no questions raised.

b. To receive a report on the current status of Earmarked Reserves and forecast year-end balance (including a report on the estimated year-end balance of General Reserves)

Noted, no questions raised.

16 REVIEW OF EXISTING POLICIES

22/23

a. Website Policy

The updated Website Policy was AGREED, subject to the inclusion of the definition of 'WCAG' (Web Content Accessibility Guidelines).

b. Community Engagement Strategy

The updated Community Engagement Strategy was AGREED, subject to the insertion of the word 'on' in the first paragraph on Communication and Consultation.

c. Investment and Borrowing Management Policy

The updated Investment and Borrowing Management Policy was AGREED without change.

d. To review Risk Assessment for the installation of the Christmas tree and crib

The Risk Assessment for the processes of installing the town Christmas tree and crib was AGREED without change.

e. To receive the updated Policy Review Schedule and identify policies for review at the next meeting

The updated Policy Review Schedule was noted. Policies likely to be reviewed at the February 2023 meeting of the Policy and Resources Committee:

- Model Publication Scheme
- Records Management Policy
- Delegation to Officers Scheme

17 NEW POLICIES

22/23 a. To consider the formulation of an Open Spaces Management Policy

Cllr. Maxwell offered to lead on this with assistance from Cllr. Wakeman for the February 2023 meeting of Policy and Resources Committee.

b. To consider adopting a Tree Policy

Cllr. Nathan requested that a paragraph be inserted about gaining the correct permissions for works to trees situated in a Conservation Area. The Clerk was asked to make this amendment and bring the policy back to the February 2023 meeting of Policy and Resources Committee.

18 LOCAL COMMUNITY NETWORKS CONSULTATION

22/23 To agree the Council's response to the LCN consultation

After discussion, the response to the LCN consultation was delegated to the Clerk in consultation with the Councillors who had attended the City, Town and Parish Conference to be approved at Full Council on 24 October 2022.

19 MATTERS OF REPORT

22/23 None.

20 DATE OF THE NEXT MEETING

22/23 Monday 9 January 2023, following the Planning & Highways Committee meeting in the Council Chamber, Town Hall (limited agenda for consideration of grant applications and budget only).

Signed: .....

Dated: .....

Pr10Oct2022