

Minutes of a meeting of the POLICY & RESOURCES COMMITTEE held in the Council Chamber, Town Hall, following a meeting of the Planning and Highways Committee on Monday 9 October 2023.

PRESENT:

Cllr. A. Stuart (Chair), S. Ashton, M. Best, T. Bond, K. Head, D. Livesley, J. Nathan, and A. Samuel.

In attendance: Town Clerk K. Sheehan, Deputy Clerk G. Hughes and three members of the public.

OPEN FORUM

No one wished to speak.

11 TO NOTE APOLOGIES FOR ABSENCE

23/24

Apologies were received and accepted from Cllrs. N. Draycott, J. Morris (both personal) and D. Wakeman (work commitments).

12 DECLARATIONS OF INTEREST

23/24

None.

13 TO CONFIRM THE MINUTES OF THE PREVIOUS MEETING

23/24

It was AGREED that the Minutes of the meeting of the Policy & Resources Committee held on Monday 12 June 2023 be APPROVED.

14 CLERK'S PROGRESS REPORT

23/24

None.

15 FINANCE

23/24

a. To receive the second quarter income and expenditure report

The report was noted, with Cllr. Stuart noting that the forecast was within 1% of the budget. She also noted that the insurance renewal and business rates had been more expensive than anticipated, additionally there would be an anticipated cost of in excess of £5,000 for the by-election.

b. To receive a report on the current status of Earmarked Reserves and forecast year-end balance

The report was noted.

16 REVIEW OF EXISTING POLICIES

23/24

The following policies were reviewed and proposed changes contained therein AGREED:

- a. Tree Policy
- b. Use of Council Vehicles Policy

The updated Policy Review Schedule was noted.

17 NEW POLICIES:

23/24

- a. Cllr. Stuart advised that the Open Spaces Management Policy was in progress.
- b. The Subject Access Request (SAR) Policy was AGREED.

18 MATTERS OF REPORT

23/24

None.

19 DATE OF THE NEXT MEETING

23/24

Monday 8 January 2024, following the Planning & Highways Committee meeting in the Council Chamber, Town Hall.

The meeting closed at 19.36.

Signed: .....

Dated: .....

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