

Minutes of a meeting of the POLICY & RESOURCES COMMITTEE held in the Council Chamber, Town Hall, Market Square, Crewkerne, following a meeting of the Planning and Highways Committee on Monday 9 June 2025.

PRESENT:

Cllr. A. Stuart (Chair), M. Best, N. Draycott, P. Maxwell, J. Morris, J. Nathan, A. Samuel, and S. Woodland.

In attendance: Town Clerk K. Sheehan, Deputy Clerk G. Hughes.

001 TO NOTE APOLOGIES FOR ABSENCE

25/26

Apologies were received from Cllrs. Ashton, Head, Livesley and Rawe (all personal).

002 DECLARATIONS OF INTEREST

25/26

None.

003 TO CONFIRM THE MINUTES OF THE PREVIOUS MEETING

25/26

It was **AGREED** that the minutes of the meeting of the Policy & Resources Committee held on 10 February 2025 be **APPROVED**.

004 PUBLIC OPEN FORUM

25/26

No members of the public were present.

005 NEW POLICIES:

25/26

a. To adopt a Memorial Tree and Bench policy

The new Memorial Tree and Bench Policy was AGREED, noting that the part relating to Townsend Cemetery would need to be agreed by the Joint Burial Committee.

b. To adopt a Staff Handbook

The Staff Handbook was AGREED, with Councillors noting that this now replaced a number of standalone staffing policies.

006 REVIEW OF EXISTING POLICIES

25/26

It was noted that, following discussion at a recent Full Council meeting, a review of the Council's use of glyphosate-based herbicides was being undertaken, and that once this had been completed, either an updated Open Spaces Management Policy or a standalone policy on their use would be brought forward for consideration.

007 POLICY REVIEW SCHEDULE

25/26

The updated policy review schedule was noted.

008 MATTERS OF REPORT

25/26

None.

009 **DATE OF THE NEXT MEETING**

24/25

Monday 13 October 2025, following the meeting of the Planning and Highways Committee in the Council Chamber, Town Hall.

The meeting closed at 19.41.

Signed:

Dated:

PR9June2025