

Minutes of a meeting of the POLICY & RESOURCES COMMITTEE held in the Beech Suite, George Reynolds Centre, South Street, Crewkerne, following a meeting of the Planning and Highways Committee on Monday 13 October 2025.

PRESENT:

Cllr. A. Stuart (Chair), M. Best, N. Draycott, D. Livesley, J. Morris, J. Nathan, A. Samuel, C. Rawe and S. Woodland.

In attendance: G. Hughes (Town Clerk), A. Legg (Secretary) and P. Martin-Hamblin (Finance Officer)

010 TO NOTE APOLOGIES FOR ABSENCE

25/26

Apologies were received from Cllrs. Ashton and P. Maxwell (personal), and K. Head (unwell)

011 DECLARATIONS OF INTEREST

25/26

There were no declarations of interest in items on the agenda.

012 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 9 June 2025 be APPROVED.

013 PUBLIC OPEN FORUM

25/26

No members of the public were present.

014 TERMS AND CONDITIONS

25/26

To adopt updated terms and conditions for hirers of the GRC and Victoria Hall

The updated terms and conditions were AGREED.

015 NEW POLICIES

25/26

To adopt a Volunteer Management Policy and Agreement Form

It was AGREED to adopt the Volunteer Management Policy and Agreement Form.

016 REVIEW OF EXISTING POLICIES AND TERMS OF REFERENCE

25/26

- a) CCTV Policy
- b) Social Media Policy
- c) Investment and Borrowing Management Policy
- d) Open Spaces Management Policy
- e) Time Off In Lieu (TOIL) Policy and to incorporate this into the Staff Handbook
- f) Child and Vulnerable Persons
- g) Data Protection Policy
- h) Joint Burial Committee Terms of Reference

It was AGREED to adopt the updated policies and Terms of Reference.

017 **POLICY REVIEW SCHEDULE**

25/26

The updated policy review schedule was noted.

018 **TO RECEIVE MATTERS OF REPORT**

25/26

There were no matters of report.

019 **DATE OF THE NEXT MEETING**

25/26

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

Councillor Best declared an interest in agenda item 020 25/26 as a member of CUDOS.

020 **ANNUAL HIRE CHARGES**

25/26 To review the annual hire charges

It was AGREED to implement increases in line with inflation for 2026/27.

021 **SPORTS CLUB CHARGES**

25/26 To review the annual charges for the sports clubs use of the GRC

It was AGREED to maintain hire charges and pitch lease fees for the 2025/26 season and to implement increases in line with inflation for the 2026/27 season.

022 **PRS/PPL CHARGES**

25/26 To review the annual charges

It was AGREED to amend the annual charges in order to reduce the financial shortfall.

The meeting closed at 20.45

Signed:

Dated:

PR13October2025