

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 February 2026.

PRESENT:

Cllr. A. Stuart (Chair), M. Best, K. Head, D. Livesley, P. Maxwell, J. Morris, J. Nathan, A. Samuel, C. Rawe and S. Woodland

In attendance: G. Hughes (Town Clerk) and S. Syeda Bowen (Deputy Clerk)

030 TO NOTE APOLOGIES FOR ABSENCE

25/26

Apologies were received from Cllrs. Ashton, N. Draycott (personal).

031 DECLARATIONS OF INTEREST

25/26

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

032 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 12 January 2026 be APPROVED.

033 PUBLIC OPEN FORUM

25/26

No members of the public were present.

034 STRATEGIC AND FINANCIAL RISK REGISTER

25/26

To review and adopt the Strategic and Financial Risk Register

The Clerk explained that the existing financial risk register had been amended to create this overarching document to cover all area of risk. Councillors AGREED to adopt this document.

035 ASSET REGISTER

25/26

To review the Asset Register

Councillor Samuel commented that the War Memorial Gardens were not listed. The Clerk will check as this may fall under the War Memorial Commemoration Trust. It was AGREED to defer this item.

036 NEW POLICIES

25/26

To adopt a Martyn's Law policy

Councillors AGREED to adopt this policy.

037 REVIEW OF EXISTING POLICIES

25/26

a. Accessibility Statement

The Clerk explained that this document is written by our website provider as part of an annual accessibility audit. Councillor Nathan asked if the contracted verbs could be written in full. Subject to this change, the statement was APPROVED.

b. Privacy Notice

This was APPROVED.

c. Recording, Filming and Photography at Council Meetings

This policy was APPROVED.

d. Health and Safety policy

This policy was APPROVED.

038 **POLICY REVIEW SCHEDULE**

25/26 To note the updated policy review schedule

Councillor Head commented that the last review date had not been updated for some of the policies. The schedule was noted.

039 **MATTERS OF REPORT**

25/26

There were no matters to report.

040 **DATE OF THE NEXT MEETING**

25/26

Monday 8 June 2026, following the meeting of the Planning and Highways Committee in the Council Chamber, Town Hall.

It was RESOLVED that, in accordance with section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, the press and members of the public be excluded from the following item(s) of business having regard to the confidential nature of the matters to be discussed.

041 **STAFFING HANDBOOK**

25/26 To consider an addition to the Staff Handbook

This item was postponed as it will be brought to the Staffing Sub-Committee first.

042 **GRANTS**

25/26 To consider grant applications and proposed award amounts.

The following declarations of interest were made:

- Councillor Head – Crewkerne in Bloom, Rugby Youth, CUDOS
- Councillor Best – CUDOS, Twinning Association
- Councillor Samuel – Twinning Association
- Councillor Morris – Twinning Association
- Councillor Rawe – Severalls Bowls Club
- Councillor Woodland – Timebank
- Councillor Nathan – Rotary Club

The grant applications were discussed and suggested amounts were proposed.



Signed:

Dated:

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