

MINUTES OF THE MEETING OF THE POLICY & RESOURCES COMMITTEE
HELD ON TUESDAY 5TH JUNE, 2018 AT 7.00 PM
IN THE COUNCIL CHAMBER, NORTH LODGE, CROMER

Present:-

Chairman – Cllr. T. Bartlett, Cllr. T. Adams, Cllr. R. Leeds and Cllr. D. Pritchard.

Julie Chance PSLCC – Town Clerk.

1. ELECTION OF VICE-CHAIR

It was **AGREED** that Cllr. R. Leeds be elected as Vice-Chair to the Policy and Resources Committee.

2. MINUTES OF THE MEETING HELD ON 24TH APRIL, 2018

The Minutes of the meeting held on 24th April 2018, having been **AGREED** at Full Council on 21st May 2018 were signed by the Chairman.

3. DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATIONS

Declarations of interest were received from Cllr. T. Bartlett in respect of the bridging loan request for Cromer Community Centre.

4. APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr. Dickenson – Family Commitments and Cllr. Nolan – Family Commitments.

5. PUBLIC PARTICIPATION

No members of the public were present at the meeting.

6. FINANCE AND STATUTORY MATTERS

6.1 Investment of Reserves:- Cllr. Harris committed to writing an Investment Policy. It was **AGREED** that Cllr. Bartlett will liaise with Cllr. Harris to ascertain when this Policy will be available for discussion. This matter will be placed on the next agenda for an update.

6.2 Website:- Following lengthy discussion it was **AGREED** to recommend to Full Council that the launch date of the website be postponed until September 2018. It was **AGREED** to recommend to Full Council that this matter be revisited to include a proper presentation of several websites which are more suitable for the Town Council.

6.3 Policy Review – Safeguarding Policy:- It was **AGREED** that Cllr. Adams will take this matter forward and present a paper at the next meeting for discussion.

Training Policy:- Cllr. Bartlett reported that this matter is being discussed at the Personnel Committee meeting to be held in July. This matter will be placed on the next agenda for an update.

Standing Orders:- It was **AGREED** to add the paragraph in relation to the new GDPR.

Financial Regulations:- No amendments.

Planning Policy:- It was **AGREED** that the Planning, Transportation and Environment Committee would review this policy.

Complaints & Dignity at Work Policy:- No amendments.

Co-option Policy:- No amendments. It was **AGREED** to advertise for the current vacancy and to recommend to Full Council that interviews are held to fill the vacancy.

Social Media Policy:- No amendments.

6.4 General Data Protection Regulations:- The Clerk gave the Members present an update. Members thanked the Deputy Clerk for all her hard work in this matter.

6.5 Mobiloo:- This matter will be placed on the next agenda for an update from Cllr. Davis.

6.6 Bridging Loan:- It was reported that Cromer Community Centre no longer require a bridging loan. It was **AGREED** that no further action would be taken in this matter.

6.7 Business Continuity:- This matter will be placed on the next agenda for an update from Cllr. Pritchard.

6.8 ID Badges:- The Clerk reported that this matter is in hand and the ID Badges will be ready shortly. It was **AGREED** that the ID Badges will be used for events.

6.9 Meeting Dates – 2019:- Circulated. **AGREED.**

6.10 Grant Request:- The Clerk reported that the HoneyPot Café on Loudon Road are requesting sponsorship for equipment for their Space to Change. It was **AGREED** that the Clerk would write to explain that the grants have been awarded for this financial year. If they would like to reapply during the next grant season the request will be considered.

7. CORRESPONDENCE AND OTHER MATTERS

7.1 Council Chamber – Storytelling Event:- It was **AGREED** that permission would be given to use the North Lodge Garden and Council Chamber for this event.

7.2 Thank You Letters:- The Clerk reported that thank you letters were received from various organisations for the recent grants awarded.

8. DATE OF NEXT MEETING

The date of the next meeting was noted as 17th July, 2018.

9. **TO CONSIDER A RESOLUTION UNDER THE PUBLIC BODIES (ADMISSION TO MEETINGS ACT 1990) TO EXCLUDE MEMBERS OF THE PUBLIC**

AGREED

10. **CEMETERY NO.1**

It was reported that there are people camping in the old cemetery. The Clerk and Deputy Clerk are liaising with the Police and North Norfolk District Council who are monitoring the situation. An update will be given to the next Works and General Purposes Committee meeting.

11. **COMPLAINTS/LEGAL – GDPR**

The Clerk reported that she has obtained advice from our legal advisors in connection with the paperwork held in the office on the two complaints. It was **AGREED** that the Clerk would contact the Information Commissioners Office to ask advice about how to handle the paperwork under the new legislation. This matter will be placed on the next agenda for an update.

There being no other business the Chairman closed the meeting at 8.25 pm.

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Chairman

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Date