

**MINUTES OF THE MEETING OF POLICY & RESOURCES COMMITTEE**  
**HELD ON TUESDAY 9<sup>TH</sup> OCTOBER, 2018 AT 7.00 PM**  
**HELD IN THE COUNCIL CHAMBER, NORTH LODGE, CROMER**

**Present:-**

Chairman – Cllr. T. Bartlett, Vice-Chairman – Cllr. R. Leeds,  
Cllr. T. Adams, Cllr. Y. Nolan and Cllr. D. Pritchard.

Julie Chance PSLCC – Town Clerk.  
Janet Warner PSLCC – Deputy Clerk.

**1. MINUTES OF THE MEETING HELD ON TUESDAY 28<sup>TH</sup> AUGUST, 2018**

The Minutes of the meeting held on Tuesday 28<sup>th</sup> August 2018, having been **AGREED** at Full Council on Monday 17<sup>th</sup> September, 2018 were signed by the Chairman.

**2. DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATIONS**

None received.

**3. APOLOGIES FOR ABSENCE**

None received.

**4. PUBLIC PARTICIPATION**

No members of the public attended the meeting.

**5. FINANCE AND STATUTORY MATTERS**

**5.1 Website:-** The Members present gave an update on their investigations into websites in other parts of the country. Cllr. Pritchard recommended that Members look at Felixstowe Town Council website as this was the one he was most impressed with. Felixstowe Town Council website won first place for large council website in 2015. It was **AGREED** that the Clerk would invite four website design agencies to meet with her and look at Cromer Town Council's current website with a view to discussing a brief for a new website. The agencies will then be asked to give a presentation to the Members before a decision is made. It was **AGREED** to use the website design agency used by Sheringham Town Council and Suffolk Cloud. Cllr. Bartlett will investigate and recommend two more agencies to be asked to give a presentation.

**5.2 Finance Sheets – July and August 2018:-** The Clerk circulated to all Members. **AGREED.**

**5.3 Gazebo:-** Cllr. Pritchard requested that the issue of future erection and dismantling of the Town Council’s gazebo be placed on the next agenda for discussion with a view to adding it to the handyman’s contract.

**5.4 Finance Policy:-** Cllr. Nolan requested an update on the finance policy. The Clerk reported that this matter will be placed on a full Town Council agenda when Cllr. Harris is present to answer any questions.

**6. CORRESPONDENCE AND OTHER MATTERS**

None received.

**7. DATE OF NEXT MEETING**

The date of the next meeting was noted as Tuesday 4<sup>th</sup> December, 2018 at 7.00 pm. Please note this will be the Budget meeting.

**There being no other business the Chairman closed the meeting at 7.32 pm.**

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**Chairman**

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**Date**