

MINUTES OF THE MEETING OF THE POLICY AND RESOURCES COMMITTEE
HELD ON TUESDAY 16TH JULY, 2019 AT 7.00 PM
IN THE COUNCIL CHAMBER, NORTH LODGE, CROMER

Present:-

Chairman – Cllr. M. Hayhurst, Vice-Chairman – Cllr. M. Bossingham,
Cllr. T. Adams, Cllr. J. Davis and Cllr. R. Leeds.

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

1. MINUTES OF THE MEETING HELD ON 4TH JUNE, 2019

The Minutes of the meeting held on 4th June 2019, having been **AGREED** at Full Council on 17th June 2019, were signed by the Chairman.

2. DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATIONS

None received.

3. APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr. D. Pritchard – Ill Health.

4. GUEST SPEAKER – JUDI LINCOLN – NORFOLK COMMUNITY LAW SERVICE

Judi Lincoln introduced herself to all present and gave a full and detailed presentation about the work of the Norfolk Community Law Service. Information about their services is attached. The Annual Report is available in the office.

5. PUBLIC PARTICIPATION

No members of the public were present at the meeting.

6. GRANT APPLICATIONS

6.1 Grant Application Form:- The Clerk circulated the proposed changes. It was **AGREED** that the Clerk would make further changes based on comments made by Members and this matter will be placed on the next agenda for further discussion. It was **AGREED** that the dates for the grant application deadlines should be displayed on the website.

7. FINANCE AND STATUTORY MATTERS

7.1 Website:- No update given.

7.2 Finance – May and June:- Circulated. **AGREED**.

7.3 Communication with Press and Public Policy:- Cllr. Bossingham circulated some wording to replace item 3(i) which was **AGREED**.

7.4 Lone Worker Policy:- This matter will be placed on the next agenda for an update from Cllr. Pritchard.

7.5 Planning, Transportation and Environment Policy:- Two minor amendments were **AGREED** to the wording. The Policy will be updated accordingly.

- 7.6 **Complaints & Dignity at Work Policy:-** It was **AGREED** that no amendments were necessary.
- 7.7 **Social Media Policy:-** It was **AGREED** that no amendments were necessary.
- 7.8 **Co-option Policy:-** It was **AGREED** that no amendments were necessary. The interview process needs further discussion and this will take place prior to the next co-option.
- 7.9 **Committee Terms of Reference:-** It was **AGREED** that 3a of the Works and General Committee Terms of Reference should be added to Policy and Resources Committee Terms of Reference. It was **AGREED** that the wording “and at least 3 other members” would be removed from item 4.1 in order to meet with the Town Council Standing Orders. It was **AGREED** that “S137 Grants” will be added to item 2.1.
- 7.10 **Mobiloo:-** The Clerk reported that The HoneyPot Café will be closing permanently and therefore the arrangement the Town Council had with them for changing places cover for the Christmas and Fireworks Events will not go ahead. It was reported that a new changing places will have been installed in the TIC as part of the Deep History Coast Project before the events are due to take place which will cover the issue. Cllr. Adams reported that he has liaised with North Norfolk District Council concerning a meeting to discuss the Runton Road toilets. This matter will be placed on the next agenda for an update.
- 7.11 **Investment Sub-Committee:-** It was reported that meetings have been held with two investment advisers. It was **AGREED** that the Clerk will arrange a meeting of the Investment Sub-Committee to discuss the outcome of the meetings.

8. CORRESPONDENCE AND OTHER MATTERS

- 8.1 **CCTV Project:-** Cllr. Adams reported that he and Cllr. Leeds have visited Wymondham. A meeting is being held on 29th July at 1.00 pm to discuss the project. Cllrs. Adams, Leeds and the Clerk will be attending.
- 8.2 **Funding – Emergency Services:-** Cllr. Adams circulated information concerning funding required for infrared cameras to be used in conjunction with a Police drone. It was **AGREED** that Cllr. Adams will put together the funding required and this matter will be placed on the next agenda for an update. It was **AGREED** that the Town Council need an action plan for the future and to canvass the public for their priorities. This matter will be placed on the next agenda for further discussion.
- 8.3 **PATH:-** Cllr. Adams circulated information concerning funding required for this project at Suffield Park School. The Clerk reported that the Town Council do not have powers to support education. It can be supported through a grant application made by the Friends of the school only. Cllr. Adams will ask the Friends to submit a grant application and this will be considered at the next meeting.

9. DATE OF NEXT MEETING

The date of the next meeting was noted as Tuesday 30th September, 2019.

There being no other business the Chairman closed the meeting at 9.00 pm

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Chairman

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Date