

**MINUTES OF MEETING OF THE POLICY & RESOURCES COMMITTEE**  
**HELD REMOTELY VIA ZOOM ON 08 DECEMBER 2020**

**PRESENT**

Committee Chairman Cllr. M. Hayhurst,  
Cllr. M. Bossingham, Cllr. P. Harris,  
Cllr. R. Leeds, Cllr. D. Pritchard

Cllrs. Bennett, Roberts & D. Russell were in attendance

Mrs. J. Chance FSLCC (Town Clerk)  
Mrs. J. Warner PSLCC AICCM (Deputy Town Clerk)

1. **MINUTES OF THE MEETING HELD ON 29 OCTOBER 2020**

The minutes of the meeting held on 29 October 2020 were **APPROVED** and will be signed by the Committee Chairman when next appropriate.

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

There were no declarations of interest.

3. **APOLOGIES FOR ABSENCE**

Apologies for absence were accepted from Cllr. Adams due to illness.

4. **PUBLIC PARTICIPATION**

There were no members of the public present and no non-committee members in attendance wished to speak.

5. **FINANCIAL & STATUTORY MATTERS**

5.1 Website

The Clerk provided an update in respect of a recent meeting with the web-developer. All comments and suggestions from members have been forwarded and a trial site will be presented. Cllr. Roberts was asked to provide some good quality images for the website.

5.2 Monthly Finance

The monthly finance sheets for September & October were **APPROVED**. It was **AGREED** to discuss the allocation of the unused funding from the 2021 NYD Fireworks at the next meeting.

5.3 Environmental Policy

This will be presented at the next meeting.

5.4 CCTV Business Plan

It was noted that there has been no response from one of the stakeholders in respect of them hosting some of the equipment.

5.5 Update from training sessions

The Officers had forwarded a report from their attendance at the National Conference. It was noted that the Unitary White Paper is due out in the new year. It was suggested that if Unitary Status proceeds, the Town Council should be prepared to fight for the ownership or shared ownership of some of the assets such as car parks.

5.6 Office equipment

It was noted that pastoral interviews had been held with each of the officers to help identify any issues they may be facing whilst working from home. It was agreed that the purchase of good basic laptops for use at home and on return to the office would be beneficial. It was **AGREED** to take advantage of an offer from Dell and accept a quotation from Stuart Hutcheson of £1944 for 3 laptops plus £350 set up costs.

5.7 Parish Hall

It was noted that recent PCC minutes indicate that they are reviewing their assets. Cllr. Harris advised that the Community Centre Association have submitted an application to register the Parish Hall on the Community Right to Bid Register. Thus, if it is ever decided to sell the property, the town would get a chance to buy it. It was **AGREED** to explore the option of purchasing the Parish Hall should it be put up for sale. The Clerk will contact the PCC for more information.

5.8 Other Financial Matters (for information only)

Confidential Waste – Following recent issues with the arrangements for the collection of the confidential waste, it was **AGREED** to cancel the current contract and accept a quotation from Shred Station for the waste to be collected every 8 weeks..

6. **CROMER CARES**

Whilst it was acknowledged that Officers, Councillors and Volunteers had devoted a considerable amount of time to the increased need in the community, it was noted that as the Town Council workload increases there could be a conflict of interest until Cromer Cares becomes a stand-alone charity. It was suggested that consideration is given to setting up a management committee of volunteers to work towards the setting up of the charity in the new year. Cllr. Adams will provide an update at the next meeting.

7. **CORRESPONDENCE**

There was no correspondence to report.

8 **DATE OF THE NEXT MEETING** – 7.00pm, 12 January 2021

9. **RESOLUTION UNDER THE PUBLIC BODIES (ADMISSION TO MEETINGS ACT 1960) TO EXCLUDE MEMBERS OF THE PUBLIC**

It was **AGREED** that in view of the nature of the matters to be discussed, that the public and press be excluded from the meeting. It was **AGREED** that Cllrs. Bennett, Roberts & D. Russell could remain in attendance.

10. **SOCIAL MEDIA POLICY**

Following lengthy discussion, it was **AGREED** that the review of this policy is referred back to the Personnel Sub-Committee for further consideration. The Clerk stressed that Cromer Town Council do not have the power to dictate to members what they put on their personal social media accounts

There being no further business, the Chairman closed the meeting at 8.55pm.

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Signed

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Dated