

**MINUTES OF MEETING OF THE POLICY & RESOURCES COMMITTEE
HELD AT 19:00 ON 21 SEPTEMBER 2021 IN THE COUNCIL CHAMBER**

PRESENT

Committee Vice Chairman Cllr. R. Leeds
Cllr. M. Bossingham, Cllr. D. Pritchard, Cllr. P. West

Cllr. D. Roberts (in attendance)

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

1. **MINUTES OF THE MEETINGS HELD ON 10 AUGUST 2021 & 15 SEPTEMBER 2021**

The minutes of the meetings held on 10 August 2021 & 15 September 2021 were **APPROVED** and were signed by the Committee Vice Chairman.

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

There were none.

3. **APOLOGIES FOR ABSENCE**

Apologies for absence were accepted from Cllr. Harris (work) and Cllr. Adams (training event).

4. **PUBLIC PARTICIPATION**

Cllr. Roberts did not wish to address the meeting.

5. **FINANCIAL & STATUTORY MATTERS**

5.1 Website

It was noted that the Broadline Digital are due to hand over the website and logins this week. They have not provided any update regarding the training of staff to maintain the website.

5.2 Monthly Finance Statements

Members were in receipt of the finance statements for July which were **APPROVED**.

5.3 Review of Safeguarding Policy

It was **AGREED** to make no changes to this policy.

5.4 Review of Training Policy

It was **AGREED** to make no changes to the policy.

5.5 CCTV

It was noted that the planning application should be submitted soon.

- 5.6 Other Financial Matters (for information only)
There were no other financial matters to report.

6. **OTHER MATTERS**

- 6.1 Written reports to full council
It was **AGREED** that all reports to Full Council should be provided in writing and emailed to all members at least 3 days prior to the meeting. This includes reports from the County Councillor, District Councillors and Town Councillors representing other bodies. Members can provide questions on the reports either by email or during the meeting.

7. **CORRESPONDENCE**

A letter of thanks from the Christmas Lights Committee was read out by the Clerk.

8. **DATE OF THE NEXT MEETING** – 7.00pm, 02 November 2021

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

It was **AGREED** that Cllr. Roberts could remain at the meeting.

10. **POCKET PARK**

The Clerk provided an update in respect of legal advice regarding the ownership of a small area of land at the Pocket Park and suggested the way forward which was **AGREED**.

There being no further business, the Vice Chairman closed the meeting at 19:25.

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Signed

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Dated