



**MINUTES OF THE
POLICY AND RESOURCES COMMITTEE MEETING
HELD ON MONDAY 16TH APRIL 2018 AT 6.00PM AT THE GUILDHALL**

PRESENT

Councillor Mrs L Candlin
Councillor R Coleman (Chairman)
Councillor Mrs C Edginton-White
Councillor P Harrison

In attendance: Councillor Mrs A Coleman (Mayor)
Nick Farress, Town Clerk

135 Apologies

Councillors J Beeson, J Byng, S Clee and David Moore (Treasurer)

136 Declarations of Interest

There were none.

137 Councillor Dispensations

There were no requests for dispensations.

138 Minutes

The Minutes of the Policy and Resources Committee meeting on the 26th March 2018 were approved and signed by the Chairman.

139 Memorial Bench

The Town Clerk presented a report and costings for a WW1 commemorative bench in the soldiers/poppy design at a cost of £810 (net of VAT and including delivery). The Town Clerk reported that permission had been given by WFDC to place the bench next to the Japanese memorial tree on Beale's Corner replacing a wooden bench already there.

AGREED

- (i) That the bench is purchased from David Ogilvie Engineering at a cost of £810 and that the Town Clerk arranges a purchase order;
- (ii) That the bench, once delivered, is installed next to the Japanese memorial tree at Beale's Corner.

140 Review of Corporate Plan

AGREED

That the updated Action Plan prepared by the Town Clerk be accepted and no changes are made to the Aims and Objectives.

141 New Model Standing Orders

The Town Clerk presented the new NALC model Standing Orders for adaption and adoption by full Council. The Committee went through each page in detail. The document was accepted as written in the most part, with the following minor changes:

- (i) Page 11 – Delete SO 4d(vi)
- (ii) Page 11 – SO 4d(vii) delete “other than a standing committee”
- (iii) Page 14 – SO 6d change to “five working days”
- (iv) Page 24 – SO 19c Change to “Mayor...Deputy Mayor”
- (v) Page 24 – SO 19d add in that any other Councillor can be approached as an alternative.

AGREED

That the Town Clerk updates the Standing Orders as above and based on the model provided by NALC, and that this Committee **recommends adoption by full Council.**

142 Review of Local Government Ethical Standards

The Committee on Standards in Public Life had asked for feedback on their review of ethical standards in local government. NALC had produced a briefing setting out the relevant questions.

AGREED

That the Town Clerk produce a suitable response and send electronically to Committee Members before submission.

143 Exclusion of Press and Public

AGREED

That in view of the confidential nature of business about to be conducted, the press and public were asked to leave the meeting.

144 Staffing

The Town Clerk updated Members on a recent change to an employee’s hours and that a new contract had now been signed and returned.

The meeting ended at 7.05pm

Signed..... Date.....

Chairman

Policy and Resources Committee