



**MINUTES OF THE  
POLICY AND RESOURCES COMMITTEE MEETING  
HELD ON MONDAY 18<sup>TH</sup> JUNE 2018 AT 7.15PM AT THE GUILDHALL**

**PRESENT**

Councillor J Beeson (Chairman)  
Councillor J Byng  
Councillor Mrs L Candlin  
Councillor R Coleman  
Councillor Mrs C Edginton-White  
Councillor P Edmundson  
Councillor P Harrison

In attendance: Councillor Mrs E Davies  
Nick Farress, Town Clerk

**145 Election of Chairman**

On a proposal by Councillor Edginton-White and seconded by Councillor Edmundson, Councillor John Beeson was elected as Chairman for the 2018/19 year.

**146 Election of Vice Chairman**

On a proposal by Councillor Edginton-White and seconded by Councillor Candlin, Councillor Philip Edmundson was elected as Vice Chairman for the 2018/19 year.

**147 Apologies**

Councillor S Clee and David Moore (Treasurer)

**148 Declarations of Interest**

There were none.

**149 Councillor Dispensations**

There were no requests for dispensations.

**150 Minutes**

The Minutes of the Policy and Resources Committee meeting on the 16<sup>th</sup> April 2018 were approved and signed by the Chairman.

**151 Internal Audit Report 2017/18**

The Town Clerk presented the internal auditor's report which did not highlight any particular issues for consideration. The auditor was happy with the Council's internal financial controls and governance arrangements.

**AGREED**

To accept the findings of the internal auditor.

**152 Grant Applications**

**AGREED**

Grant applications from the following organisations were considered and agreed as follows:

- (i) Bewdley Town Football Club - £1000 for pitch maintenance;
- (ii) Bewdley Choral Society - £650 for "Rivers and Royals" at St George's Hall;
- (iii) Bewdley Festival (duck house project) - £500
- (iv) Bewdley Regatta (sponsorship opportunity) - £480 plus £100 to produce two banners with the Town Council logo for the finish line and the Rowing Club railings. It was also **AGREED** that the Town Council ask the Rowing Club if the day passes that come with the sponsorship could be donated to community groups and/or schools to raffle off at fetes and events.

**153 Load Street Green Space**

The Committee considered a recommendation from the Community Development Committee as follows:

*Minute Number 176 - Green Space Adjacent to the new Load Street Car Park*

*The Town Clerk advised the Committee that now the new car park has been completed, the green space on the right of the car park was now ready to be adopted by the Town Council as agreed in principle. However, concerns have been raised that the green space is not accessible from the top car park and that the space is already being used by local street drinkers.*

*It was AGREED to recommend to the Policy and Resources Committee that the Town Council do not now adopt this piece of land as it is of little value as a public open space and would serve no useful function. The land should be retained and maintained by WFDC including the copper beech tree which is in its last stages of life and has the potential to become an expensive liability.*

**AGREED**

That the recommendation of the Community Development Committee be accepted and that the Town Clerk writes to WFDC to advise that they will need to continue to maintain this area.

**154 Christmas Lights**

A report was presented by the Town Clerk in relation to the new three-year contract for festive lighting and the requirement for additional spending on the Wribbenhall extension.

**AGREED**

- (i) To authorise the Town Clerk to spend an additional £2754 per annum on the town's Christmas lights display and engage a suitable supplier in liaison with the Chair of the Community Development Committee to deliver the scheme for the next three years.

(ii) To transfer the Load Street car park green space maintenance budget not now required (£750) and the unspent balance on office capital costs (£1783) into the Christmas lighting budget.

(iii) To fit two lamp column sockets to allow the installation of Christmas lights in Dog Lane and Beale's Corner. This will be a one-off infrastructure cost of £528 with the Town Council owning the hardware.

(iv) That the Town Clerk approaches local businesses (like the SVR and Safari Park) to contribute to the Wribbenhall lighting scheme, as well as District and County Council Members and Bewdley Development Trust.

**155 Member/Officer Protocol**

The Town Clerk presented a Member/Officer Protocol document which was designed to enhance the Code of Conduct for Members and employee contracts in the way in which Members and Officers interact with each other and to make clear the respective roles.

**AGREED**

That the adoption of this document is deferred until the August meeting of the Committee where it will be discussed further.

**156 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.

**157 Bewdley Leisure Centre**

The Town Clerk presented a report containing a recommendation from the Community Development Committee as follows:

*170 Leisure Centre Ownership and Usage*

*As agreed at the last meeting, this was placed on the Agenda for discussion. The Town Clerk had received an update from Wyre Forest DC and read this to the Committee. The Centre is currently operated by Places for People on behalf of WFDC. The ownership is more complex involving a capital payback to WFDC in 2029 so this would make an asset transfer very complicated before that time. The Youth Centre may be up for sale but has its own issues surrounding safeguarding which has discouraged potential purchasers/lessees. It is possible to transfer the operation of the centre to the Town Council and this would at least give the Town Council a stake in the future development of the site. It was AGREED to recommend the following to the Policy and Resources Committee:*

- (i) that the Town Council enter into discussions with WFDC in relation to taking on the operation of the Leisure Centre;*
- (ii) that the eventual asset transfer of the Leisure Centre is added to the Corporate Plan;*
- (iii) that the Town Council enter into discussions with WCC in relation to the potential purchase of the Youth Centre building;*

(iv) *that the Chairs of P&R, CDC and the Town Clerk take up the offer of a meeting with WFDC to discuss the detail of such arrangements.*

**AGREED**

That the recommendation of the Community Development Committee be accepted with the caveat that the Town Council should begin negotiations with Worcestershire County Council at a nil cost consideration in relation to the former Youth Centre.

**158 Pay Award**

The Town Clerk presented the new pay scales as recommended by the National Joint Council for Local Government Services (NJC) which applies to all employees with the exception of the Apprentice post.

**AGREED**

To adopt the new pay scales as recommended by the NJC and to back date the pay award to 1<sup>st</sup> April 2018 for all employees with the exception of the Apprentice post.

**159 Guildhall Accommodation**

The Chairman updated the Committee on progress with negotiating the asset transfer of the Guildhall from WFDC to BTC. The current situation was that WFDC wanted the Town Council to pay all of the running costs of the Guildhall (circa £30k pa) but continue to manage the facility and operate weddings and other income generating activities there. BTC have so far offered to contribute around 10% per annum of the running costs based on the Town Council's usage of the space.

**AGREED**

That the Chairman arrange a meeting between Committee Members and Bewdley District Councillors in an attempt to move the two sides closer together.

**160 Staffing**

The Town Clerk was pleased to advise that a four-week review of the Apprentice post was positive and had agreed with the college to confirm the post for a further eleven months. The Mayor commented favourably on the postholder's work so far, as did the Town Clerk.

**The meeting ended at 9.15pm**

**Signed..... Date.....**  
**Chairman**  
**Policy and Resources Committee**