

POLICY AND RESOURCES COMMITTEE

Draft Minutes of the Meeting held in the Large Hall of the Town Hall, Calne on Monday 5th November 2018

PRESENT: Cllr Glenis Ansell – Town Mayor
Cllr Robert Merrick – Deputy Town Mayor
Cllr Heather Canfer
Cllr David Conway
Cllr Jon Fisher
Cllr Robert MacNaughton
Cllr Tony Trotman

OFFICERS: Jeannette Young – Director of Council Services

IN ATTENDANCE: Natasha Griffin – Committee Clerk

Public Participation

None

35/18 APOLOGIES

Apologies were received from Cllr Mark Mewett and Cllr Greg Widger.

36/18 DECLARATIONS OF INTEREST

The Deputy Town Mayor, Cllr Merrick declared that he is the Chair of the Calne Twinning Association who have submitted a grant application.

37/18 MINUTES

It was proposed by the Deputy Town Mayor, Cllr Merrick, seconded by Cllr Trotman and

UNANIMOUSLY RESOLVED to approve the minutes of the Policy and Resources Committee meeting held on Monday 24th September 2018.

38/18 Notes from Working Groups

38/18.1 Finance Working Group

Members noted the minutes from the Finance Working Group meetings held on 24th September 2018 and 22nd October 2018, and the financial statement/balance sheet as at the 30th September.

38/18.2 Draft Budget for Policy and Resources

It was proposed by the Deputy Town Mayor, Cllr Merrick, seconded by Cllr Trotman and

UNANIMOUSLY RESOLVED to remove line 108/4185, additional PWLB, £49,600, reallocate it to the precept support cost centre and further recommend the amended P&R draft budget for 2019/2020 to Full Council for approval.

39/18 Grants & Donations – List of Grants & Donations Awarded 2018/2019

39/18.1 Grant Application – Calne Wordfest

It was proposed by the Town Mayor, Cllr Ansell, seconded by Cllr Fisher and

RESOLVED to approve the request from Calne Wordfest for a grant of £220 for the hire of the Large Hall at the Town Hall on 8th March 2019, to show a comic introduction to Shakespeare for school children at 9 Primary Schools and John Bentley School. Scores 18/18 on the Criteria.

Power: Local Government (Miscellaneous Provisions) Act 1976, Section 19.

39/18.2 Grant Application – Calne Twinning Association

Members discussed the benefits to the town of twinning.

It was proposed by Cllr MacNaughton, seconded by Cllr Fisher and

UNANIMOUSLY RESOLVED to approve the request from Calne Twinning Association for a grant of £500 to help towards costs of hosting guests from our Twin Towns in USA, Germany and France who are coming over from 9th -11th November to celebrate the 100th Remembrance. Scores 16/18 on the Criteria.

Power: Local Government Act 1972, Section 144.

39/18.3 Grant Application – Calne Our Place

It was discussed that those requesting grants could attend this committee meeting in support of their request.

It was proposed by the Town Mayor, Cllr Ansell, seconded by Cllr MacNaughton and

RESOLVED to approve the request from Calne Our Place for a grant of £165 for hire of the Large Hall at the Town Hall for the official launch of the Great West Way in Calne on 5th December. Scores 16/18 on the Criteria.

Power: Local Government (Miscellaneous Provisions) Act 1976, Section 19.

39/18.4 Calne Music & Arts Festival

Members noted the letter of thanks.

40/18 Publication Scheme

It was proposed by Cllr Conway, seconded by the Town Mayor, Cllr Ansell and

UNANIMOUSLY RESOLVED to approve the adoption of the revised Publication Scheme.

41/18 Draft Deputising Policy

It was proposed by Cllr Ansell, seconded by Cllr MacNaughton and

RESOLVED to approve the adoption of the revised Deputising Policy with an amendment to page one, second paragraph, changing the wording from 'of not more than two weeks' to 'of not more than one week'.

42/18 Draft Internal Safeguarding Policy

It was proposed by Cllr Conway, seconded by the Town Mayor, Cllr Ansell and

UNANIMOUSLY RESOLVED to approve the adoption of the Internal Safeguarding Policy.

42/18.1 Draft (Hirers) Safeguarding Policy

It was proposed by Cllr Conway, seconded by Cllr Trotman and

UNANIMOUSLY RESOLVED to approve the adoption of the new (Hirers) Safeguarding Policy.

43/18 P&R Budget and Earmarked Reserves

The P&R budget and earmarked reserves were noted.

43/18.1 Transfer of Earmarked Reserves

It was proposed by Cllr MacNaughton, seconded by Cllr Fisher and

UNANIMOUSLY RESOLVED to approve the recommendation that up to £265 be moved from the Earmarked Reserve for Equipment to 101/4905, Furniture and Equipment, for the purchase of a replacement camera.

44/18 Strategic Plan

Members noted the strategic plan.

45/18 Confidential Session

In view of the sensitive nature of the business to be transacted, it is advisable in the public interest that the public and press be excluded, and they are instructed to withdraw.

Reason for confidential session:

To receive the Confidential minutes of the Policy & Resources Committee	Public to be excluded from the meeting progress confidential staffing matters	Information about an individual member of staff is confidential between the council and staff member. Under the Data Protection Act 1998, a council also has obligations as to how it uses such information about an individual.
---	---	--

It was proposed by the Town Mayor, Cllr Ansell, seconded by Cllr Trotman and

UNANIMOUSLY RESOLVED that in view of the sensitive nature of the business to be transacted, that the public be excluded, and they are instructed to withdraw.

Public session closed at: 19:17

46/18 Confidential Minutes

It was proposed by the Town Mayor, Cllr Ansell, seconded by Cllr MacNaughton and

UNANIMOUSLY RESOLVED to confirm, as a true record, the Draft Confidential Minutes of Policy & Resources Committee held on 24th September 2018.

Meeting Closed at: 19:18

DRAFT