



# MINUTES OF THE POLICY AND RESOURCES COMMITTEE

LG1, SALISBURY GARDENS

9AM

28 APRIL 2025

Members present:-

Councillors: Steve Milford (Chair for this meeting only); John Watkins; Ian Bond

Officers: Morgan Williams

Clerk: Katherine Burden

**MINUTE**    **SUBJECT**    **DRAFT**

**29/25**    **PUBLIC FORUM**

There were no members of the public present.

**30/25**    **APOLOGIES FOR ABSENCE**

There were no apologies for absence. In the absence of the Chair, it was unanimously resolved to elect Cllr Steve Milford as the Chair for this meeting only.

**31/25**    **DECLARATIONS OF INTEREST**

There were no Declarations of Interest received.

**32/25**    **MINUTES OF THE MEETING HELD ON 8 APRIL 2025**

The Minutes of the Policy and Resources Committee meeting of 8 April 2025, having been previously circulated to Members were taken as read.

**It was unanimously resolved to:**

Accept the minutes of the Policy and Resources Committee meeting of 8 April 2025 subject to the inclusion of "Staff Update" in the Exclusion of Public and Press.

**33/25**    **PARKING PERMITS**

It was noted that this is within the remit of the Environment and Transport Committee.

**It was agreed that:**

The request for parking permits be referred to the Environment and Transport Committee.

**34/25**    **STANDING ORDERS**

NALC have issued new model Standing Orders. The changes proposed are a result of the introduction of the Procurement Act 2023.

There was the matter of introducing some wording regarding the cancellation of meetings which was an action point from Town Council. It was agreed that the proposed wording from Cllr Bond would be considered at the next meeting as all members had not seen the proposal prior to this meeting.

The Town Clerk confirmed that changes regarding committee substitutes had been discussed and agreed at the Town Council meeting on 14 April. The Standing Orders have been amended accordingly.

**It was agreed that:**

The amendments are made to the Standing Orders as proposed and referred to the Town Council meeting on Monday 19 May for adoption.

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### 35/25 FINANCIAL REGULATIONS

NALC have issued new model Financial Regulations. The changes proposed are a result of the introduction of the Procurement Act 2023.

The Town Clerk would check if the wording for 2a and 3b is mandatory and revert to the committee.

It was suggested and agreed to amend the wording in 11g with regard to the Town Clerk obtaining 3 quotations for works between £100 and £1000.

It was noted that the wording on virements didn't align with the agreed terms of reference for committees.

#### **It was agreed that:**

The amendments are made to the Financial Regulations as proposed and referred to the Town Council meeting on Monday 19 May for adoption.

The Town Clerk would revert to Committee with regard to the wording of 2a and 3b.

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### 36/25 FINANCIAL REPORT

It was noted that this is now a standing item for the committee although there has not been an update since the Town Council meeting held on 14 April so the report is identical to the one presented on 14 April.

A Reserves statement was requested and the Policy, Projects and Premises Officer confirmed that he was looking into this matter.

It was noted that the Isle of Wight Council did not issue some invoices on time which led to payments being made in one lump sum and accruals where invoices were not received in the correct financial year.

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### 37/25 EXCLUSION OF PUBLIC AND PRESS

In view of the confidential nature of the following items:

Staff Update

**It was resolved under the Public Bodies Admissions to Meetings (1960) Act:** to exclude the Public and Press whilst the next items are under discussion as they are of a confidential nature.

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The meeting closed at 10.28 am

SIGNED BY THE CHAIR

DATE

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