



# MINUTES OF THE POLICY AND RESOURCES COMMITTEE

GREEN ROOM, SALISBURY GARDENS

9AM

29 MAY 2025

Members present:-

Councillors: Steve Cooper (Chair); Steve Milford; John Watkins; Ian Bond

Non-Committee Councillors: Cllr Steph Toogood; Cllr Mark Jefferies; Cllr Linda Jefferies

Clerk: Katherine Burden

MINUTE	SUBJECT	DRAFT
50/25	<b>PUBLIC FORUM</b> There were no members of the public present.	
51/25	<b>APOLOGIES FOR ABSENCE</b> There were no apologies for absence received	
52/25	<b>DECLARATIONS OF INTEREST</b> There were no Declarations of Interest received.	
53/25	<b>MINUTES OF THE MEETING HELD ON 15 MAY 2025</b> The Minutes of the Policy and Resources Committee meeting of 15 May 2025, having been previously circulated to Members were taken as read. <b>It was unanimously resolved to:</b> Accept the minutes of the Policy and Resources Committee meeting of 15 May 2025.	
54/25	<b>STANDING ORDERS</b> There was a discussion regarding Committees. It was noted that some Committees still have vacancies. It was suggested that the Chairs of the Committees meet with the Town Clerk at least two weeks in advance of a scheduled meeting to establish whether there is any business to transact. It was noted that the Planning Committee only meets when there is business to transact. It was noted that members needed to be encouraged to send apologies if they are unable to attend a meeting. It was suggested that the meetings are diarised for the year and the timings of meetings considered as they may not be suitable for all members. <b>It was agreed that:</b> The Standing Orders do not need to be amended at this time. Chairs of Committees will talk to their members to agree meeting dates for the rest of the calendar year which will be discussed at the next Town Council meeting.	
55/25	<b>FINANCIAL REPORT</b> Cllr Steve Cooper asked whether there were any rooms empty in Salisbury Gardens. The Town Clerk confirmed that there were rooms empty which were advertised with an Estate Agent and on Facebook. Cllr Steve Cooper asked about the rates of the allotments and when they were last reviewed. The Town Clerk did not have these figures to hand but would ensure that Cllr Steve Cooper is given the information. It was noted that the financial situation would be difficult and there may be difficult decisions ahead. There was some discussion as to how the situation could be rectified.	

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It was suggested that some slack was required in the budget for unforeseen spend.

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**56/25    EXCLUSION OF PUBLIC AND PRESS**

In view of the confidential nature of the following items:

Appointment of a New Town Clerk and RFO

**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 9.52 am

SIGNED BY THE CHAIR

DATE

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