



# MINUTES OF THE POLICY AND RESOURCES COMMITTEE

LG1 ROOM, SALISBURY GARDENS

11:00AM

3 MARCH 2026

Members present:-

Councillors: Steve Cooper (Chair), Ian Bond, Steve Milford, John Watkins & Ernie Polak-Harvey

Clerks: Morgan Williams & Alison Killick

## MINUTE SUBJECT

03/26

### PUBLIC FORUM

There were no members of public present at the meeting.

04/26

### APOLOGIES FOR ABSENCE

There were no apologies for absence.

05/26

### DECLARATIONS OF INTEREST

There were no Declarations of Interests received at this time.

06/26

### MINUTES OF THE MEETING HELD ON 20 NOVEMBER 2025 & 27 JANUARY 2026

The Minutes of the Policy and Resources Committee meeting of 20 November 2025 & 27 January 2026, 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 20 November 2025 & 27 January 2026.

07/26

### PROPOSED POLICY: RELIGIOUS USE – SALISBURY GARDENS & OTHER COUNCIL-OWNED PREMISES

As per the tabled report and draft policy, Ventnor Town Council has historically communicated a prohibition on religious activities – specifically within Salisbury Gardens.

This position has not been officialised into a written policy.

#### **It was unanimously resolved to:-**

- reject the draft policy for Religious Use of Salisbury Gardens and other council-owned premises
- delegate to the Clerks the inclusion of a short clause in the Terms & Conditions of Hire of the Green Room that the space is not permitted for any form of religious worship/preaching.

08/26

### SUPPORT-IN-KIND POLICY

As per the tabled report and draft policy, Ventnor Town Council provide support-in-kind for several events and projects, by way of printing, promotion and volunteering at events.

The draft Support-in-Kind Policy has been finalised by the Business and Community Committee at its last meeting and submitted to the Policy & Resources committee for review and committee members' approval.

#### **It was unanimously resolved to:**

approve the draft Support-in-Kind policy as tabled and inform the full Council at its next meeting.

09/26

### GRIEVANCE POLICY

Chair Steve Cooper introduced this agenda item.

Ventnor Town Council's current Grievance Procedure requires a full review, bringing it up to date with current legislation.

#### **It was unanimously resolved to:-**

Draft a new policy in readiness for the next Policy & Resources committee meeting.

10/26

### DISCIPLINARY POLICY

Ventnor Town Council's Disciplinary Policy is due for review.

**It was unanimously resolved to:**

review and update the current Disciplinary Policy.

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**11/26 WCAG WEBSITE AUDIT**

For the Annual Governance & Accountability Return (AGAR) for year 2025-26, local councils are required to comply with new standards.

Ventnor Town Council's website provider has conducted an audit on the website and updated our accessibility statement with findings that are tabled in the submitted report.

**Members are recommended to:**

Note the recommendations from the audit undertaken, which will be implemented by staff.

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**12/26 EXCLUSION OF PUBLIC AND PRESS**

In view of the confidential nature of the following items:

- Ventnor Carnival – Partnership Agreement
- Toilet Cleaning – Boniface Fields (Allotment Toilets)
- Absence Policy
- Town Clerk arrangements
- 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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**13/26 DATE OF NEXT MEETING**

The next meeting will be held on 8 April 2026 at 10:00am.

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The meeting closed at 12:55pm

SIGNED BY THE CHAIR

DATE

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