

REPORT OF THE POLICY & RESOURCES COMMITTEE MEETING 23rd SEPTEMBER 2014

MEMBERSHIP & ATTENDANCE

Chairman: * T Edwards

Councillors: * H Davies
* Mrs B Green
R Khiroya
* R Kipps
* M Trevett
* S Watkins
* Mrs J White
* Mrs J Worrall

*Denotes members present

Officers Present: Mrs Y Merritt – Clerk to the Council

There were two members of the public present

RECOMMENDATION

1. Building on Chorleywood in Bloom

Lyn Sutherland addressed the Committee on behalf of the Chorleywood Residents Association. She showed floral examples of neighbouring villages and towns and stated that in comparison the village looks tired and uninviting.

It was noted that a working party had in the past, looked after the beds in Main and New Parade but these were now looking un-kept. It was considered that the best way forward was to slowly make changes and hopefully this would build up the momentum. It was agreed that the watering of the plants was the issue and that shop owners would have to commit to looking after the baskets, which could be supplied by the Parish Council. Sponsorship was also discussed.

It was agreed that the best way forward was to form a Steering Group.

The Committee

RESOLVED to Recommend

That a Steering Group be set up to look into building on the Chorleywood in Bloom which could be made up of Councillors and Parishioners.

This was proposed by Cllr Worrall, seconded by Cllr Edwards and unanimously approved.

14/14 APOLOGIES FOR ABSENCE

There were apologies for absence from Cllr Khiroya

14/15 DECLARATIONS OF INTEREST

There were no declarations of interest

14/16 APPROVAL OF MINUTES

The Committee

RESOLVED

That the minutes of the meeting dated 15th July 2014 be approved as a true and correct record.

14/17 MATTERS ARISING FROM THE MINUTES

14/10 Parish Council Insurance – the Clerk confirmed that the £5000 insurance for office equipment covered all items and that no one item exceeded that amount

14/04 Bank Account – The Clerk confirmed that she was still comparing banks, creating a table of what each one provided and the associated costs. The issue currently was the facility to pay in cash, and that to withdraw it without the need for a personal cash point card. Results would be issued to the next meeting

14/18 FINANCIAL COMPARISON STATEMENT

The Committee

RESOLVED

To note the financial comparison statement.

14/19 REVIEW OF STANDING ORDERS AND FINANCIAL REGULATIONS

Financial Regulations (Chairman & Clerk) – the Chairman explained the colour coding, numbering system and method to get to the draft before members. The Clerk confirmed that financial limits were viable and present in the current financial regulations. Members agreed that this draft was acceptable for recommendation to Full Council without amendment

Standing Orders (Cllrs Green & Worrall) - They too had gone through standing orders using the NALC model and numbering system. They had highlighted the changes in the NALC model and made a few minor amendments, however there was a vast difference in the NALC model and our present standing orders for Standing and Advisory Committees, which Cllrs Green and Worrall felt were outside their remit. Two areas that differed were the position of Ex Officio's, the use of substitutes who elected the chairman of standing committees.

It was agreed that Standing Orders would be deferred to the next meeting. All councillors would be asked to look at the current Standing Orders 19 – 24 and send their comments via the Clerk to Cllrs Green & Worrall and these would be discussed at the next meeting.

14/20 REVISED BUDGET 2014/15

The Clerk advised members that the budget was basically on track the increase was due to changes in legislation with regard to the payment of superannuation, which was now calculated on all pay and not just the basic. She also confirmed that in some cases the percentage paid by officers had increased which had a knock on effect to the employers' contribution.

As the Council had no jurisdiction over the increase

The Committee

RESOLVED

To agree the revised budgets for 2014/15

This was proposed by Cllr Worrall, seconded by Cllr Green and unanimously approved

14/21 BUDGET STRATEGY 2015/16

Members discussed the report and

The Committee

RESOLVED

To advise all spending committees to look at an inflationary increase of 2% on the budgets for 2015/16 for income and expenditure this will be reported back to this committee.

Spending Committees are also asked to consider any capital items for consideration

This was proposed by Cllr Worrall, seconded by Cllr Trevett and unanimously approved.

14/22 QUARTERLY CASH BOOK

The Committee

RESOLVED

To note the quarterly cashbook figures

14/23 BUILDING ON CHORLEYWOOD IN BLOOM

See Recommendation 1

14/24 MAKING DOCUMENTATION MORE USER-FRIENDLY BY USING CLLRS FIRST NAMES

Cllr Green suggested that to make council documentation more user friendly first names should be used and in written documentation the marital status of female councillors should cease. It was agreed that the title of Councillor should still be used and that for written minutes, just the Cllr title and surname should be used for all Members.

The Committee

RESOLVED

To approve this less formal approach to documentation.

This was proposed by the Chairman and unanimously approved.

14/25 CILCA UPDATE

The Clerk advised that she had completed two more modules, and was on target for completion of CiLCA by Christmas, assuming that Standing Orders and the Financial Regulations were approved.

14/26 CLOSURE

The meeting having started at 8.00 pm, finished at 9.42 pm

These minutes have been checked by the Chairman.

Signature Date.....

These minutes were agreed as a true and correct record at the Policy & Resources meeting and signed by the Chairman.

Signature Date