

**REPORT OF THE POLICY & RESOURCES COMMITTEE MEETING 2<sup>ND</sup> DECEMBER 2014**

**MEMBERSHIP & ATTENDANCE**

**Chairman:** \* Tony Edwards

**Councillors:** Harry Davies  
\* Barbara Green  
\* Raj Khiroya  
\* Rodney Kipps  
\* Martin Trevett  
\* Steve Watkins  
Jane White  
\* Jackie Worrall

\*Denotes members present

**Also in attendance: Cllr Jenny Wood**

**Officers Present:** \* Claire James – Deputy Clerk  
\* Michelle Putman - Admin Officer

There were no members of the public present

**RECOMMENDATION**

**1. REVIEW OF STANDING ORDERS AND FINANCIAL REGULATIONS**

Disappointment was expressed that responses on the suggested changes to Standing Orders in respect of the use of Substitutes and the position of Ex Officio's had not been forthcoming from all Councillors to date. It was felt that given the significance of the proposals it was important to have the views of every Councillor. Members were reluctant to make any decisions or recommendations on the basis of just over half of the Councillors responding. Members noted that adoption of any changes to Standing Orders would not take effect until May 2015 and that therefore there was time to seek the views of the Councillors who had not yet responded.

The Committee

RESOLVED to Recommend

That at the forthcoming Full Council meeting the following week, the Chairman would request responses from all Councillors on the suggested changes to Standing Orders particularly in respect of the use of substitutes and the position of Ex Officio's with deferral of any decision to the following Full Council meeting. If necessary an extra meeting would be called for this item only.

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

**14/27 APOLOGIES FOR ABSENCE**

There were apologies for absence from Cllrs Harry Davies and Jane White

**14/28 DECLARATIONS OF INTEREST**

Cllr Tony Edwards declared an interest in Agenda Item 10 Application for Grant Funding

#### **14/29 APPROVAL OF MINUTES**

The Committee

RESOLVED

That the minutes of the meeting dated 23<sup>rd</sup> September 2014 be approved as a true and correct record, subject to confirmation of any changes agreed at Full Council with regard to the wording of the last paragraph of 14/19 Review of Standing Orders.

#### **14/30 MATTERS ARISING FROM THE MINUTES**

**Christmas Festival / Late Night Shopping** – it was confirmed that the Parish Council would be having a stall at the Christmas Festival taking place at the end of the week. The stall would be for the Chairman's Charity and information on Chorleywood in Bloom and the Community Plan. Any Councillors able to help on the night would be very welcome.

#### **14/31 FINANCIAL COMPARISON STATEMENT**

In response to a Member's question, Expenditure Line 103 Travelling Expenses was clarified as covering mileage for attendance at meetings, training and travel allowances.

The Committee

RESOLVED

To note the financial comparison statement.

#### **14/32 REVIEW OF STANDING ORDERS AND FINANCIAL REGULATIONS**

See Recommendation 1.

Cllr Raj Khiroya joined the meeting at 8.14pm

#### **14/33 DRAFT BUDGET 2015/16**

Members were advised that this draft budget was for P&R only and did not cover the other committees which were considering their budgets separately. It was also confirmed that the draft budget reflected the 2% increase where appropriate as agreed.

Concern was expressed at the cost of the Christmas Lights. Members were advised that this covered not just the lights themselves but repairs, maintenance and liaison with authorities as required. It was understood that this was the last year of a three year contract for the lights and new quotes would need to be obtained for a new contract therefore other suppliers and options would be reviewed. It was suggested that perhaps funding options could also be considered at this point.

Members raised concern that nothing had been included for the Community Plan for the forthcoming year. Whilst it was unknown at this stage what the next steps would be and there was the possibility of further grant funding being available, the Clerk would be asked to confirm the position on this.

#### **14/34 QUARTERLY CASH BOOK**

Cllr Martin Trevett advised that Three Rivers District Council had confirmed the tax base so budgets could now be progressed.

The Committee

RESOLVED

To note the quarterly cashbook figures

**14/35 COMMUNITY PUBLIC ACCESS DEFIBRILLATORS (cPads)**

Members expressed strong support for this and discussed possible locations for the equipment where it would be of most use with consideration to areas of greater population, options including outside the War Memorial Hall, the Cricket Club Pavilion and Lower Road in Chorleywood. It was agreed that funding options and sponsorship opportunities would be investigated. Options of approaching the Residents Association and the TRDC Health and Wellbeing Committee were raised. It was suggested that the grant funders advised in the report be asked whether they can offer advice regarding suitable locations. Depending on location it was felt that consideration could possibly be given to the Hall Caretakers and the Rangers undertaking the required weekly checks assuming these to be just a visual check of any fault alert.

The Committee

RESOLVED

That in principle all were in agreement to pursue the provision of two cPads initially and that funding and sponsorship options be explored.

This was proposed from the Chair by Cllr Tony Edwards and carried unanimously.

**14/36 APPLICATION FOR GRANT FUNDING**

The Dementia Friendly project was discussed and greater information on the aims of the group given to Members.

The Committee

RESOLVED

That the application for grant funding from Dementia Friendly Chorleywood be approved to the amount of £250, to contribute towards the production of information leaflets, dementia friends training sessions and resources to run the Memory Cafés, under Local Government Act S111 – Subsidiary powers of Local Authorities. Members asked that feedback be sought on the progress made by the group and information also sought as to the requirement for meeting places.

This was proposed by Cllr Steve Watkins, Seconded by Cllr Rodney Kipps and carried with one abstention due to a declaration of interest.

**14/37 GiLCA UPDATE**

In the absence of the Clerk there was nothing to report on this agenda item at this meeting.

**14/38 CLOSURE**

The meeting having started at 8.00 pm, finished at 8.55 pm

These minutes have been checked by the Chairman.

Signature ..... Date.....3.2.14.....

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

Signature ..... Date .....