

**POLICY & RESOURCES COMMITTEE**  
**10<sup>th</sup> JULY 2008**

- \* Cllr. A.P. Watts (Chairman)
- \* “ Mrs. P.C. Brooks
- \* “ A.B. Clark
- \* “ J.F. Collier
- “ Mrs. R. Gadsby
- \* “ A.L. James
- “ S.C. Pryde
- \* “ W.J. Pryor

\* Denotes Members present.

In attendance: Town Clerk, Senior Assistant to Town Clerk & Recreation and Amenities Manager.

147. **Apologies for Absence:** Apologies for absence were received from Cllr. Mrs. Gadsby and Cllr. Pryde.

148. **Declarations of Interest:**

<b>Member</b>	<b>Item</b>	<b>Interest</b>	<b>Reason</b>	<b>Action</b>
Cllr. W. Pryor	Payment to Abbey Filling Station	Personal	Friend of Proprietor.	Remained

149. **Minutes:** The Town Clerk advised that the Minutes of the Meeting held on 12<sup>th</sup> June 2008 had yet to be put to Council. It was moved by the Chairman and

RESOLVED – THAT this information be noted.

150. **Public Questions:** There were no public questions.

151. **Accounts Paid:** Members referred to lists of accounts paid and reimbursements made on the authority of two Members and dated 4<sup>th</sup> June, 25<sup>th</sup> June and 2<sup>nd</sup> July 2008. Following discussion it was moved by the Chairman and

RESOLVED – THAT accounts paid and reimbursements made on the authority of two Members and dated 4<sup>th</sup> June, 25<sup>th</sup> June and 2<sup>nd</sup> July 2008 be confirmed and approved.

152. **Budget Monitoring Review:** Members referred to the Officers report and following a full discussion during which the Chairman and Deputy Chairman recommended specific amendments to the proposal it was moved by the Chairman and

RESOLVED – THAT (a) virements between funds be authorised as;

- (1) Less than £1,000 by the Senior Officers,
  - (2) £1,000 to £5,000 by the Chairman and Deputy Chairman of the Policy and Resources Committee,
  - (3) Over £5,000 by resolution of the Committee and
- (b) the Senior Officers be authorised to make any necessary changes to the profiling of expenditure and income.

153. **IT Systems:** Members referred to the Officers report in respect of digital mapping and following discussion it was moved by Cllr. Pryor, seconded by Cllr. Mrs. Brooks and

RESOLVED – THAT the Officers arrange a demonstration of this equipment for the next Policy and Resources Committee.

154. **Procedures Manual:** The Officers had no further report. It was moved by the Chairman and

RESOLVED – THAT this be noted.

155. **Former Public Convenience Building – Quaker Lane:** Members referred to the Officers report and following a full and in depth discussion it was moved by Cllr. Pryor, seconded by Cllr. Collier and

RESOLVED – THAT (a) the Officers report and Specification of Works be noted,  
(b) the Town Clerk investigate the transfer of the freehold of this building to Waltham Abbey Town Council and  
(c) provision be made for the CCTV control area to be in the service bay of the building.

156. **Minor Works Contract:** Members referred to the Officers report. Following a full discussion in which Members suggested the following amendments; the information provided by the Town Council should include a Schedule of Rates, the application form should include a reference box for the company number and a box for the VAT registration number, it was moved by the Chairman and

RESOLVED – THAT (a) the documentation be amended and  
(b) the completed form to be included as a downloadable PDF on the Council's web site.

157. **Vehicle Condition:** Members referred to the Officers report on vehicle condition and it was moved by the Chairman and

RESOLVED – THAT (a) an additional column be included for outstanding finance and  
(b) the completed report be presented to a future meeting of this Committee.

158. **Skateboard Funding:** Members referred to the Officers report and Cllr. Pryor went on to say that King Harold School would assist with fund raising for this project. It was moved by the Chairman and

RESOLVED – THAT (a) the Officer arrange a meeting between the Chairman of the Skateboard Association, King Harold School Council and this Council to discuss the requirements for this project and  
(b) subject to the results of the above the Officers obtain quotations for the installation of a skateboard park.

159. **Larsen Social Club:** Members noted that the final review of the current lease was due for implementation on the 25<sup>th</sup> December 2008 and following discussion it was moved by the Chairman and

RESOLVED – THAT the rent be increased by 5% year on year for the final two years of the lease term.

160. **Citizens Advice Bureau:** Members referred to the Draft Licence to Occupy and it was moved by the Chairman and

RESOLVED – THAT the Draft Licence to Occupy now before Members in respect of the office space on the ground floor of the Town Hall occupied by Waltham Abbey Citizens Advice Bureau be approved.

161. **Audit Status List:** There are currently no items on the Audit Status List. It was moved by the Chairman and

RESOLVED – THAT this be noted.

162. **Status List:** Members referred to the Policy and Resources Committee Status List and it was moved by the Chairman and

RESOLVED – THAT the Status List be noted.

163. **Neighbourhood Action Panel:** Cllr. Pryor referred to the meeting of the Neighbourhood Action Panel on 9<sup>th</sup> July, advising Members that members of the panel were investigating funding streams in order to reimburse the cost of stationery, printer ink, meeting costs, etc. and asked if the Town Council would consider an application for Grant Aid. It was moved by the Chairman and

RESOLVED – THAT a Grant Aid application form be sent to the Neighbourhood Action Panel.

164. **Visit to Bayeax:** Cllr. Pryor spoke of the recent visit to the medieval fair in Bayuex and referred to contacts which had been made between Waltham Abbey Town Council Members and members of the Bayexu Council. Following further discussion it was moved by the Chairman and

RESOLVED – THAT a budget be included in the 2009/10 Financial Year for the promotion of King Harold’s Town.

165. **Exclusion of Press and Public:** It was moved by the Chairman and

RESOLVED – THAT in view of the confidential nature of the business to be transacted and listed below the press and public be excluded from the remainder of the meeting.

166. **Minutes – Part B:**

167. **Budget Comparison:** Category 8 (Expenditure).

**A.P. WATTS - CHAIRMAN**

