

POLICY & RESOURCES COMMITTEE

11th SEPTEMBER 2008

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

* Denotes Members present.

Also present: Cllr. Mrs. Stavrou.

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

300. **Apologies for Absence:** Apologies for absence were received from Cllr. Mrs. Brooks, Cllr. Clark and Cllr. James.

301. **Declarations of Interest:**

Member	Item	Interest	Reason	Action
Cllr. S. Pryde	Payment to S.C. Hall	Personal	Personal friend of proprietor	Remained
Cllr. Mrs. S. Stavrou	Payment to S.C. Hall	Personal	Proprietor is known to Member	Remained
Cllr. S. Pryde	Payment to Abbey Filling Station	Personal	Personal friend of proprietor	Remained
Cllr. W. Pryor	Payment to Abbey Filling Station	Personal	Personal friend of proprietor	Remained
Cllr. S. Pryde	Payment to Arooney Ltd	Personal	Personal friend of proprietor	Remained
Cllr. S. Pryde	Payment to Robinsons Butchers	Personal	Personal friend of proprietor	Remained
Cllr. Mrs. R. Gadsby	Outstanding debtors accounts (Part B)	Personal	Member is Council representative to the organisation	Item withdrawn (Committee inquorate)
Cllr. Mrs. S. Stavrou	Outstanding debtors accounts	Personal	Member is District Council	Item withdrawn (Committee

	(Part B)		Portfolio holder with responsibility for the organisation	inquire)
Cllr. Mrs. R. Gadsby	Golf Driving Range – Proposed Lease (Part B)	Personal	Spouse of the Senior Partner of the Council’s solicitor	Remained

302. **Minutes:**

RESOLVED – THAT the Minutes of the Meetings held on 12th June 2008 and 10th July 2008, copies of which had been previously circulated to all Members, be taken as read, approved as a correct record and signed by the Chairman.

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

304. **Accounts Paid:** Members referred to lists of accounts paid and reimbursements made on the authority of two Members and dated 23rd July, 6th August and 20th August 2008. It was moved by Cllr. Pryde, seconded and

RESOLVED – THAT the Officers make provision in the 2009//2010 Budget for a replacement lighting desk for the stage lighting equipment.

It was then moved by the Chairman and

RESOLVED – THAT accounts paid and reimbursements made on the authority of two Members and dated 23rd July, 6th August and 20th August 2008 be approved and confirmed.

305. **IT Systems:** Members referred to the demonstration of digital mapping earlier in the evening and considered at length the purchase of a digital mapping system for Officers use. Following a full and in depth discussion it was moved by the Chairman and

RESOLVED – THAT (a) the matter be deferred for further discussion when a firm quotation is received,
 (b) the Officers to investigate the resources required to update the system and
 (c) the Officers to obtain alternative suppliers and quotations.

306. **Procedures Manual:** Cllr. Mrs. Stavrou asked if the procedure for maintaining the various chains of office had been written. The Town Clerk advised that they had not been completed. It was moved by the Chairman and

RESOLVED – THAT this be noted.

307. **Ninefields Community System – Heating System:** Members referred to the Officers report and it was moved by Cllr. Pryde, seconded and

RESOLVED – THAT the Officer obtain a report from Epping Forest District Council on the existing boiler system following which the repair or replacement be put in hand immediately without further reference to this Committee.

308. **ECC Pension Fund Actuarial Valuation 2007:** The Town Clerk advised Members that a copy of the Pension Fund Actuarial Report for 2007 was available in the Members Room. It was moved by the Chairman and

RESOLVED – THAT this be noted.

309. **Internal Audit - 2008/2009 First Interim Report:** Members referred to the First Interim Report for the current Financial Year noting that there were no significant issues affecting the Council arising from the Audit. It was moved by the Chairman and

RESOLVED – THAT this information be noted.

310. **Hall Charge Concession:** Members received a request from the Chairman of Waltham Abbey Town Partnership for a concession on Hall charges in respect of the Partnership Annual General Meeting to be held on 16th September 2008. Following discussion it was moved by the Chairman and

RESOLVED – THAT Caretakers overtime only be charged on this occasion and the Partnership be advised to apply for Grant Aid in future.

311. **Communities In Control:** Members referred to the Officers report and the Officer went on to suggest that future updates in respect of this subject would be circulated to all Members as an information item. It was moved by the Chairman and

RESOLVED – THAT (a) the Chairman discuss the Communities in Control Report direct with the Senior Assistant and
(b) future updates be circulated to all Members as an information item.

312. **Audit Status List:** The Officer reported that there were currently no items on the Audit Status List. It was moved by the Chairman and

RESOLVED – THAT this be noted.

- 313 **Status List:** Members referred to the Status List and it was moved by the Chairman and

RESOLVED – THAT the Policy and Resources Status List be noted.

314. **Advertising:** Members noted a suggestion that the Council advertise the Cornmill Suite and Mead Suite in future editions of the Lea Valley Link. The cost of a full page inside front cover for one edition being £170.00 however six editions would attract a 20% discount resulting in a cost of £140.00 per edition. Following discussion it was moved by Cllr. Pryde, seconded and

RESOLVED – THAT three advertisements be placed in the first instance together with a Mead Suite Membership Application Form with an option for a further three insertions.

315. **Grant Aid:** Members referred to the Officers report amending the format for Grant Aid applications. Following a full discussion it was moved by the Chairman and

RESOLVED – THAT (a) the format before Members be used as a trial for one year only and subject to applications being referred to this Committee and
(b) the Officers to include the past five years grant aid history for comparison.

316. **Skate Park:** Members referred to the Officers report and it was moved by the Chairman and

RESOLVED – THAT the report be noted.

317. **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.

318. **Minutes – Part B:**

319. **Hall Deposit Refund:**

320. **Outstanding Debtors Accounts:**

321. **Health and Safety:**

- 321(a) **Town Mead Sports and Social Club:**

322. **Budget Comparison:**

323. **Proposed Golf Driving Range – Lease:**

A.P. WATTS - CHAIRMAN

