

**POLICY & RESOURCES COMMITTEE**

**12<sup>th</sup> JUNE 2008**

- \* Cllr. A.P. Watts (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
- \* Cllr. W.J. Pryor

\* Denotes Members present.

Also present: Cllr. Mrs. Stavrou and Cllr. Mrs. Webster.

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

38. **Apologies for Absence:** Apologies for absence were received from Cllr. Mrs. Gadsby.

39. **Declarations of Interest:**

<b>Member</b>	<b>Item</b>	<b>Interest</b>	<b>Reason</b>	<b>Action</b>
Cllr. A. Watts	Reference to highway repair needs in Honey Lane.	Personal	Resident of Honey Lane	Remained
Cllr. W. Pryor	Payments to Abbey Filling Station	Personal	Friend of Proprietor	Remained
Cllr. S. Pryde	Payments to Abbey Filling Station	Personal	Friend of Proprietor	Remained

40. **Essex County Council – Highways:** The Chairman welcomed Cllr. Norman Hume, the County Council Cabinet Member for Highways and Transportation together with Peter Massey, the Area Highways Assistant Manager. Cllr. Hume gave a brief report on the current situation regarding highways maintenance in this area following which he invited questions from Members which are set out at Appendix A to these Minutes. Following the question and answer session the Chairman thanked Cllr. Hume and Mr. Massey for their attendance.

41. **Minutes:**

RESOLVED – THAT the Minutes of the Meeting held on 8<sup>th</sup> May 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.

42. **Public Questions:** There were no public questions.
43. **Accounts Paid:** Members referred to lists of accounts paid and reimbursements made on the authority of two Members and dated 2<sup>nd</sup> May and 21<sup>st</sup> May 2008. Members asked specific questions of the Officers and it was moved by Cllr. Pryde, seconded

RESOLVED – THAT the Officers carry out a review of the Council's security systems.

It was then moved by the Chairman and

RESOLVED – THAT accounts paid and reimbursements made on the authority of two Members and dated 2<sup>nd</sup> May and 21<sup>st</sup> May 2008, be confirmed and approved.

44. **IT Systems:** The Officers had no further report and it was moved by the Chairman and

RESOLVED – THAT this be noted.

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

RESOLVED – THAT this be noted.

46. **Ninefields Community Centre – Heating Boilers:** Members referred to the Officers report and following a full discussion it was moved by Cllr. Pryor, seconded and

RESOLVED – THAT the Officer prepare a Specification of Works for Option 1 subject to the heaters being of a specific type to project heat downwards. The report to be made to the next meeting of this Committee.

47. **CCTV in Car Parks:** The Officer reported that the technical assessment tests on the proposed CCTV installation had been successfully carried out and permission had been received from Epping Forest District Council to proceed with the installation. Following further discussion it was moved by Cllr. Pryor, seconded and

RESOLVED – THAT an order for the works be placed and the contractor be requested to carry out the work at the earliest opportunity.

48. **Youth Initiative Funding (Skateboard Park):** Members referred to the Officers report and following a full discussion in which reference was made to the need for a broader consultation with young people to which Cllr. Pryor said he would discuss this with the King Harold School Council and the Town Clerk was instructed to obtain the results of the recent consultation during the Ninefields Community Event. It was moved by Cllr. Pryde, seconded and

RESOLVED – THAT the application for funding be progressed and the Officers to;

- a) consult with the Epping Forest District Council Youth Officer and
- b) on completion of the consultation aim to make application in the first tranche.

49. **Audit Status List:** The Town Clerk advised that there were currently no items on the Audit Status List. It was moved by the Chairman and

RESOLVED – THAT this be noted.

50. **Status List:** Members noted the current Status List and the Senior Assistant went on to explain the revised format and the proposal to circulate the list at the beginning of each month. It was moved by the Chairman and

RESOLVED – THAT the Status List be noted and the proposals agreed.

51. **EFDC – Community Wellbeing:** Cllr. Mrs. Stavrou in her capacity as Community Wellbeing Portfolio Holder at Epping Forest District Council informed Members that in company with District Officers she had recently toured areas where there were specific issues. It was moved by the Chairman and

RESOLVED – THAT this information be noted.

52. **Appreciation:** It was moved by the Chairman and

RESOLVED – THAT a vote of thanks be recorded in respect of County Councillor Mrs. Webster's involvement with the earlier visit of County Councillor Hume.

53. **Neighbourhood Action Panel:** Cllr. Pryor referred to recent successful initiatives undertaken by the Neighbourhood Action Panel. It was moved by the Chairman and

RESOLVED – THAT this information be noted.

54. **Car Parking Issues:** Cllr. Pryor referred to a recent meeting with residents of Grange Court regarding indiscriminate on street parking in that area. Cllr. Pryor was advised to contact District Councillor, R. Bassett, Portfolio Holder at Epping Forest District Council. It was moved by the Chairman and

RESOLVED – THAT this be noted.

55. **Visit to Hoerstel:** Cllr. Pryde referred to the recent successful visit to Hoerstel and advised that a group from the Twin Town would be visiting Waltham Abbey in 2009. There would also be a visit of pupils from the Realschule in May 2009 and a small delegation would be attending the proposed German Night in Waltham Abbey later in 2008.. It was moved by the Chairman and

RESOLVED – THAT this information be noted.

56. **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.

57. **Minutes – Part B:**

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

59. **Internal Audit Report:** Category 14 (Prevention of Crime).

60. **Le Café Du Parc:** Category 8 (Expenditure).

**A.P. WATTS - CHAIRMAN**

**POLICY & RESOURCES COMMITTEE**

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**PART B**

- \* 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.

Also present: Cllr. Mrs. Stavrou and Cllr. Mrs. Webster.

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

57. **Minutes Part B:** RESOLVED – THAT the Minutes of the meeting held on 8<sup>th</sup> May 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.
58. **Budget Comparison:** Members referred to the comparison of estimated to actual income and expenditure for the period 1<sup>st</sup> April 2008 to 31<sup>st</sup> May 2008. The Senior Assistant advised Members that some items of expenditure had not yet been input to the system and therefore the figures presented were not conclusive. Following further discussion it was moved by the Chairman and
- RESOLVED – THAT the comparison of estimated to actual income and expenditure for the period 1<sup>st</sup> April 2008 to 31<sup>st</sup> May 2008 be noted.
59. **Internal Audit Report 2007/2008:** Members referred to the final Internal Audit Report for the Financial Year 2007/2008 and noted the Officers response to the Auditors recommendations. It was moved by the Chairman and
- RESOLVED – THAT the Internal Audit Report together with the Officers response be noted and confirmed.
60. **Le Café du Parc:** Members noted a letter from the proprietor of the Le Café Du Parc regarding the electric oven on the premises. Cllr. Pryde went on to say that the oven had undergone repair three times prior to Mr. Ourabah taking over the premises and it had now failed again. Cllr. Pryde suggested that in view of this the Council should consider replacing the equipment. It was moved by the Chairman and

RESOLVED – THAT an oven be purchased to a maximum figure of £500.00.

**A.P. WATTS - CHAIRMAN**