

POLICY & RESOURCES COMMITTEE
13th NOVEMBER 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. M. Reilly deputising for Cllr. James.

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

Cllr. Pryor (Deputy Chairman) in the Chair

528. **Apologies for Absence:** Apologies for absence were received from Cllr. Watts, Cllr. Mrs. Gadsby (deputising for the Mayor at a official function), Cllr. James and Cllr. Pryde.

529. **Declarations of Interest:**

Member	Item	Interest	Reason	Action
Cllr. W. Pryor	Payment to Abbey Filling Station	Personal	Personal friend of proprietor	Remained

530. **Minutes:** RESOLVED – THAT the Minutes of the Meetings held on 11th September 2008 and 9th October 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.

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

532. **Accounts Paid:** Members referred to lists of accounts paid and reimbursements made on the authority of two Members and dated 22nd October 2008 and 5th November 2008. Members asked specific questions of the Officers following which it was moved by the Chairman and

RESOLVED – THAT lists of accounts paid and reimbursements made on the authority of two Members and dated 22nd October 2008 and 5th November 2008 be confirmed and approved.

533. **IT System:** The Officers had nothing to report. It was moved by the Chairman and

RESOLVED – THAT this be noted.

534. **Procedures Manual:** The Officers had nothing to report. It was moved by the Chairman and

RESOLVED – THAT this be noted.

535. **Waltham Abbey Residents Association:** Members noted an application from Waltham Abbey Residents Association for free use of the Mead Suite for committee meetings on 5th, 12th, 19th and 26th November 2008. Following a full and frank discussion it was moved by Cllr. Reilly, seconded and

RESOLVED – THAT a 50% reduction be applied to these bookings.

536. **LAM Action – Request for Hall Concession:** Members noted a request for a concession in hall charges in respect of a fund raising quiz night for the Charity LAM Action. Following a full discussion it was moved by the Chairman and

RESOLVED – THAT a reduction equivalent to the following percentage of bar takings be applied;

Bar takings between £1,000 and £1,500 = 5% of takings deducted from the hire charge.

Bar takings between £1,500 and £2,000 = 7.5% of takings deducted from hire charge.

Bar takings over £2,000 = 10% of takings deducted from hire charge.

537. **Audit Status List:** The Officers advised that there were no items on the Audit Status List at present. It was moved by the Chairman and

RESOLVED – THAT this be noted.

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

RESOLVED – THAT the Status List be noted.

539. **Hall Charges - Discounts:** The Chairman referred to the low level of bookings for the Council's Public Hall facilities which he felt was due in some respects to the current economic climate and suggested that discounts and/or incentives be offered to make the facilities more attractive. It was moved by the Chairman and

RESOLVED – THAT this be referred to the next meeting of the Council's Licensed Bars and Catering Committee at which the Bars Manager should suggest incentives.

540. **Highway Signage – Community Initiatives Fund:** The Town Clerk advised Members that both the Town Gateway Signage and Town Centre Fingerpost Schemes had been considered by County Highways and forwarded by them direct to the Community Initiatives Fund Administrator for funding consideration.

RESOLVED – THAT this information be noted.

541. **Exclusion of Press and Public:** It was moved 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.

542. **Minutes – Part B:**

543. **Budget Report:** Category 8 (expenditure).

544. **Banking Facility:** Category 8 (income/expenditure).

545. **Unit 2/4 Highbridge Street:** Category 8 (expenditure).

546. **Ninefields Community Centre – Temporary Heating Arrangement:** Category 8 (expenditure).

547. **Ninefields Community Centre -Boiler Replacement:** Category 8 (expenditure).

**W. PRYOR – DEPUTY CHAIRMAN
CHAIRMAN OF THE MEETING**

