

POLICY & RESOURCES COMMITTEE

6th March 2019

7.30 p.m.

*Cllr A Watts - Chairman
*Cllr Mrs. S. Stavrou – Deputy Chairman
Cllr M. Fitch
Cllr Mrs. R. Gadsby
*Cllr Mrs H. Kane
*Cllr Mrs. J. Lea
*Cllr Miss J Lucas
*Cllr Mrs. A. Mitchell
Cllr. Mrs. E.A. Webster
Cllr S Yerrell

* Denotes Members present.

In attendance: Town Clerk and Senior Assistant

Cllr A Watts in the Chair

756/19. **Recording of Meetings:** The notice was duly read to the meeting.

757/19. **Apologies for Absence:** Apologies for absence were received from Cllr Mrs Webster, Cllr S Yerrell and Cllr Mrs Gadsby.

758/19. **Disclosure of Interest:**

| Member | Item | Interest | Reason | Action |
|-------------------|---------------|-----------------|---|---------------|
| Cllr A Watts | Abbey Filling | Non-Pecuniary | Friend of proprietor and account holder. | Remained |
| Cllr A Watts | Foskett Mar | Non-Pecuniary | Committee member is married to senior partner | Remained |
| Cllr Mrs H Kane | Abbey Filling | Non-Pecuniary | Supplier | Remained |
| Cllr Mrs H Kane | WA Stationers | Non-Pecuniary | Friend & supplier | Remained |
| Cllr Mrs H Kane | Farm Tyres | Non-Pecuniary | Supplier | Remained |
| Cllr Mrs J Lea | M Radcliffe | Non - Pecuniary | Friend | Remained |
| Cllr Miss J Lucas | Jewsons | Non - Pecuniary | Supplier | Remained |

759/19 **Public Questions:** There were no public questions.

- 760/19 **Accounts Paid:** Members referred to lists of accounts paid and reimbursements made on the authority of two members dated 6th and 19th February 2019. It was moved by the chairman and
- RESOLVED – THAT the accounts paid and reimbursements made on the authority of two members dated 6th and 19th February 2019 be confirmed and approved.
- 761/19 **GDPR:** The Committee noted that there is no specific update at this time.
- 762/19 **Internal Audit Report 2018-19 (Interim Update):** The Committee received the report and noted the contents. It was moved by the Chairman and
- RESOLVED – that the report be noted and that thanks be expressed to the staff for another clear report.
- 763/19 **Internal Audit Plan:** Councillors received the Annual Audit Plan from the auditors, and it was moved by the Chairman and
- RESOLVED - that the Plan be approved.
- 764/19 **Control Measures:** The Town Clerk’s report on Control Measures was duly noted. It was moved by the Chairman and
- RESOLVED – that the report on the Control Measures be approved.
- 765/19 **Five Year Strategic Plan:** Councillors considered the Town Clerk’s report and the proposals for the update. It was moved by the Chairman and
- RESOLVED – that the Plan be approved with additional items as follows; consultation regarding street lighting and more police coverage; and boosting the charter markets.
- 766/19 **Risk Register Review:** Councillors received the Town Clerk’s report on the review of the Council’s Risk Register. It was moved by the Chairman and
- RESOLVED – that the review be approved and the Register adopted.
- 767/19 **PWLB Report:** The Committee received the Senior Assistant’s report on the Public Works Loan Board loans, and it was moved by the Chairman and
- RESOLVED – that the report be noted.

- 768/19 **Annual Governance Statement:** Councillors received the Town Clerk's report on the Annual Governance Statement and it was moved by the Chairman and
- RESOLVED – that the Statement be approved.
- 769/19 **EFDC Appointment of Monitoring Officer:** The Committee noted the letter received from Epping Forest District Council relating to the appointment of a part-time Monitoring Officer.
- 770/19 **Polls:** The Committee received the letter from EFDC regarding the Review of Polling Districts and Polling Places, with no further comment made.
- 771/19 **Charter for Trees, Woods and People:** Members received the Town Clerk's report, and after some discussion it was agreed that the information should be sent to the Epping Forest District Council arboricultural officer and the Corporation of London for their comment. The information should also be forwarded to the other towns and parishes in the district.
- 772/19 **Status List:** The status list was duly noted. It was also moved by the Chairman and
- RESOLVED – that a letter be requested from our solicitor to the District Council relating to the charge on Town Mead Leisure Park.
- 773/19 **Any Other Business:** The revised consultation form was agreed by the Committee, copies are to be prepared for the Council surgery. Options for completing the form online are also to be investigated.
- 774/19 **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, it is advisable in the public interest that the press and public be temporarily excluded and they are instructed to withdraw.
- 775/19 **Budget Monitoring Report:** Councillors received the officer's report and the report was duly noted.
- 776/19 **Sundry Debtor Report:** The Committee received the Senior Assistant's report.
- 777/19 **Direct Debits, Standing Orders and Transfers dated 01/01/2019 – 31/01/2019:** were duly noted.
- 778/19 **Imprest Account Payments as at 01/01/2019 – 31/01/2019** were duly noted.

- 779/19 **Bank Reconciliation Statement as at 31/01/2019:** were duly noted.
- 780/19 **Town Mead Proposal:** The Committee considered the Town Clerk's report, and it was agreed that in light of the charge on Town Mead this proposal could not be taken up. It was agreed that investigations should be made relating to drainage.
- 781/19 **Ninefields Play Area:** Councillors received the Parks Manager's report, and it was moved by the Chairman and
- RESOLVED – that the quotation from Broadmead Leisure be accepted for the resurfacing of the play area.
- 782/19 **Freedom of the Town:** The Committee received the Town Clerk's report, and after some discussion it was moved by the Chairman and agreed that a formal nomination be put to a Special Meeting of Council in May.
- 783/19 **Service Agreement:** Councillors received the Building Manager's report.
- 784/19 **Rochford Pavilion:** The Committee received the Town Clerk's report and after some discussion it was agreed that the existing tenants remain in situ. It was also agreed that investigations be carried out to find a way to offer further accommodation.
- 785/19 **Rochford Pavilion Fence:** Councillors received the Building Manager's report, and it was moved by the Chairman and
- RESOLVED - that the whole of the fence be replaced in the next financial year.

CLLR A Watts
CHAIRMAN of the MEETING.