

**MINUTES OF A MEETING OF THE POLICY AND RESOURCES COMMITTEE HELD  
ON TUESDAY 5<sup>th</sup> APRIL 2016 AT 7.30PM IN THE TOWN HALL.**

**PRESENT:**

Cllr R J Gell (Chairman)  
Cllr D C Lawson MBE  
Cllr H L Jackson  
Cllr Mrs P H Whiting  
Cllr Mrs V Newbery  
Cllr P Tomas  
Mrs S J Mitcham (Town Clerk)

1. **APOLOGIES**

Cllr Mrs A Sauntson and Cllr Mrs S Mantle.

2. **DECLARATIONS OF INTEREST**

**Other Interests**

Cllr Mrs P H Whiting ó Item 8 ó Knows the resident.

3. **MINUTES**

**RESOLVED:**

That the Minutes of the meeting of the Policy and Resources Committee held on 9th February 2016 be signed by the Chairman as being a true and correct record.

4. **PUBLIC FORUM (15 minutes)**

No public present.

5. **POLICIES**

**Training Statement of Intent.**

5.1. **RESOLVED TO RECOMMEND:**

That having reviewed the Training Statement of Intent no amendments were required.

5.2. **Statement of Community Engagement**

**RESOLVED TO RECOMMEND:**

That having reviewed the Statement of Community Engagement no amendments were required.

6. **BUSINESS/FORWARD PLAN**

The Clerk presented the report that had been circulated showing progress with projects on the Business Plan.

**RESOLVED:**

That the report be received and noted.

7. **FUND TRANSFERS**

The Town Clerk presented a report recommending interim transfers to/from earmarked reserves pending completion of end of year accounts. Balances from revenue budgets cannot be vired over to a following year.

**RESOLVED:**

That following transfers to/from earmarked reserves be approved:

From Maintenance Reserve ó Net £26500.

(£12000 was received in the year and £38439.49 spent on areas covered by s106

agreements)

To Higham Ferrers Improvements £8000 (From balance of budgets left from Neighbourhood Plan, Cup and Saucer Moat and Storage Project by Tennis Courts To Cemetery Reserve £3000  
To Equipment Reserve - £1185  
To Street Light Project - £14250  
To Community Building /Heritage Centre - £9225  
To Asset Maintenance and Refurbishment fund - £28000

8. **OPEN SPACE – OFF ULLSWATER CLOSE**

Members considered a report concerning a piece of land owned by the Council in Ullswater Closed adjacent to the tree bund.

**RESOLVED:**

That further advice be sought from NCALC as to whether it is possible to dispose of the land before a decision be taken.

9. **CHART OF ACCOUNTS AND BUDGET HEADINGS**

In preparation to a change of accounts package the RFO had reviewed the budget headings and cost centres and had circulated a report with the proposed headings with the budgets allocated as per the budgets agreed in December.

**RESOLVED:**

That the proposed chart of accounts and budget headings be agreed. Members felt it was much clearer.

10. **REVIEW OF INVESTMENTS**

The RFO presented a report giving a review of the Council investments and returns. The RFO recommends that it be reviewed once the end of year accounts had been completed.

**RESOLVED:**

That the report be noted and the investments be reviewed following completion of the end of year accounts.

11. **ITEMS TO REPORT**

The Clerk reported that part of the churchyard wall fell into the Green Dragon car park at about 9.15am on 4<sup>th</sup> April. A structural engineer from Roltons was called to give an immediate assessment of the wall and the remaining wall. The wall has been surrounded with Heras Fencing. The loose brickwork has not been moved on the instructions of the Structural Engineer. On 5<sup>th</sup> April the Clerk had met with the engineer and a stonemason to talk about what immediate works were necessary and to start to get quotes for a rebuild. As this was a retaining wall, and as the land at the cemetery is higher than the car park, and was not probably constructed as a retaining wall, the foundations may need rebuilding. The structural engineer has been instructed to prepare a report on the whole of the churchyard wall, the wall that forms the boundary between Saffron Road Car Park and College Street and the Market Cross. This report will cover what works are required and what timeframe they should be carried out in.

12. **DATE OF NEXT MEETING.**

7<sup>th</sup> June 2016

Chairman

Date

