

## **POLICY & RESOURCES COMMITTEE**

Minutes of a meeting of the **Policy & Resources Committee**, held on **Tuesday 24<sup>th</sup> April 2018** at 6.00pm, at the Sambrook Centre, Stirchley.

**Present:** Councillors: ARH England (Chair), Mrs J Loveridge (ex-officio), J Loveridge, S Parr, M Randle, S Roberts and A Watkin.

**Also Present:** Mrs G Bailey – Parish Clerk, Mrs S Middleton – Deputy Parish Clerk, and Mr C Corbett - Committee & Finance Secretary (taking the Minutes)

### **Public Open Session**

There were no members of the general public present.

### **PC/17/60 APOLOGIES**

Apologies were received from Cllrs R Breeze (illness), and C Turley (leave of absence).

### **PC/17/61 MINUTES**

It was proposed by Cllr J Loveridge and seconded by Cllr M Randle and **RESOLVED – that the minutes of the previous meeting held on 27<sup>th</sup> Feb 2018 be approved as a correct record and signed by the Chair.**

### **PC/17/62 MATTERS ARISING**

The Clerk stated that the proposed handrail adjacent to the entrance path was due to be installed the following week.

### **PC/17/63 PARISH CLERK'S REPORT**

The Clerk presented a report containing a number of matters including:-

- The attempted break-in and criminal damage to a window.
- AYOS (Active Youth Outreach Service) event held over the Easter holidays being a success despite the inclement weather conditions.
- Pension scheme changes
- Commencement of the heating and ventilation work.
- GDPR requirements
- A potential grant for a suffrage project.

Members made particular reference to the success of the AYOS event and Cllr England praise the interesting results of the user questionnaire responses that could help in correct community provision to assist young people of the area.

Cllr S Parr commented that the “cookie usage selector” of the GDPR measures was virtually ineffective and not worth pursuing and suggested only notification of cookies be placed on the website.

Members were also interested in the grant programme to celebrate the centenary of legislation that gave women the right to vote, but were concerned about the tight timescales involved.

### **PC/17/64 FINANCIAL REPORTS**

The Committee received reports for Month 12 on the following :-

Receipts and Payments, Cashflow and Account Management and Payroll for month 12.

It was proposed by Cllr J Loveridge and seconded by Cllr M Randle and **RESOLVED – that the Receipts & Payments report, the Cashflow & Account Management report and the Payroll report as presented, be approved.**

**PC/17/65 GENERAL DATA PROTECTION REGULATIONS.**

The Clerk presented reports that requested Members to consider and review the following policies:-Privacy Policy, General Privacy Notice, Privacy Notice (staff & councillors), Consent Form (general), and a Consent Form (staff & councillors).

The Committee were fully supportive of the new policies and documents as presented and the Clerk agreed to send the new regulations, in final form, out to all Members.

It was proposed by Cllr J Loveridge and seconded by Cllr Mrs J Loveridge and **RESOLVED – that Privacy Policy, General Privacy Notice, Privacy Notice (staff & councillors), Consent Form (general), and a Consent Form (staff & councillors) be approved for use.**

**PC/17/66 YOUTH SERVICES**

The Committee received a comprehensive report compiled by the Parish Clerk that outlined proposals to look how the development of youth services in the Parish could be achieved.

At present the Parish Council ran and funded three sessions held at the Sambrook Centre for ages five to eleven (Funzone) and one session for 11/12 to 14 year olds (Youthie) which were really well attended.

Previously one Funzone session a week was held in Brookside Central (ages 5-11) but these were not very well attended. Staff had noted that children would come down to Stirchley from Brookside, but Stirchley children would not go to Brookside.

There have been no youth clubs in Brookside since Telford & Wrekin clubs closed in 2016 and the Big Local cre-active project stopped.

The Clerk had been working with Cllrs Bate and Roberts, together with Nikki Boronski and Sam Smith to develop ideas around a youth work partnership to offer a range of activities across the parish and age ranges.

It had been agreed to joint fund, with Brookside Big Local, 12 sessions from Active Youth Outreach Services. Despite the foul weather the turnout was amazing and at one Friday evening session in Brookside there were over 70 young people. Questionnaires from all attendees would be assessed to give feedback to help with future planning.

The proposal was to add to our existing Funzone and Youthie provision, to create a service that offered activities and support to a wide age range and in different ways.

- Continue existing parish council provision. Funding for this is embedded in the budget and staffing structure.
- Provide at least two sessions at Brookside Central for an older age group
- Provide outreach sessions in Brookside and Stirchley (AYOS and Recharge)
- Provide targeted interventions throughout the year that youth workers can refer into (Recharge)

To achieve this it is intended to recruit a half time Youth Work Coordinator (Developer). This post will be hosted by Shropshire Youth Association who have the expertise and experience

to ensure the worker receives proper support and supervision. Richard anticipates that he would be able to recruit to the post for a September start.

The post holder will be responsible for coordinating and commissioning services from partner organisations (AYOS and Recharge) as well as delivering sessions and supporting the existing parish council youth workers.

Appended to the report before the Committee was a draft of a proposal for partnership funding from Telford & Wrekin Council (their savings from closure of the Brookside youth service) of £18,000 per year for three years.

The Parish Council has £10,000 in the budget for financial year 18/19 and going forward. The proposal is for an increase in this budget of £2,000 for financial year 19/20 and a further £12,500 going forward.

We will be seeking financial support from Awards for All, Big Local and the Community Safety Partnership.

Brookside Central CIO will support the project by waiving room hire charges.

Members were supportive of the proposal as outlined and were informed that the next steps would be to Commission AYOS for May half term, submit funding proposal to Telford & Wrekin Council in April and to draw up an agreement with Shropshire Youth Association.

During the debate Cllr A Watkin and S Parr expressed some concerns regarding the long term funding of the project but did not wish to object and abstained from voting on the matter.

It was proposed by Cllr ARH England and seconded by Cllr M Randle and **RESOLVED – that the proposal as outlined in the report be accepted and the next steps be undertaken.**

Cllrs A Watkin and S Parr abstained from the vote.

**PC/17/67 TOWN & PARISH COUNCIL SURVEY 2018 – Police & Crime Commission**

The Committee considered the circulated the 2018 Town & Parish Council Survey and suggested that the Clerk compile a draft reply and circulated to Members for comment before a finalised copy be returned to Telford & Wrekin Council.

Members made particular comment regarding the inconsistency of service from the Police Authorities and wished that to be recorded on the questionnaire response.

It was proposed by Cllr M Randle and seconded by Cllr S Parr and **RESOLVED – that the Clerk compile a draft response to the questionnaire and circulate to Members for comment.**

**MINUTES OF COMMITTEE**

**PC/17/68** The Committee received, for information, the minutes of the Community & Environment Committee held on 10<sup>th</sup> April 2018

**PC/17/69 CORRESPONDENCE**

None

**PC/17/70 COUNCILLORS REPORTS**

Cllr Mrs J Loveridge commented on the lack of parking spaces in Brookside.

**PR/17/71 EXCLUSION OF THE PRESS AND PUBLIC**

It was proposed by Cllr A England and seconded by Cllr M Randle and **RESOLVED – that that the press and public be excluded from the meeting for the following items of business on the grounds that they may involve the likely disclosure of exempt information in relation to information relating to the financial or business affairs of any particular person (including the authority holding that information) or any consultations, or negotiations, contemplated consultations or negotiations, in connection with any labour relations matter arising between the authority or a Minister of the Crown and employees of, or office holders under, the authority, as defined in paragraphs 3 & 4 of Part 1 of Schedule 12A of the Local Government Act1972.**

PR/17/72 **FAIRSHARE CREDIT UNION – INVESTMENT**

The Committee received the results of the Self Evaluation Questionnaire on Financial Appraisal that had now been received from the FairShare Credit Union.

Members were cognisant of the community benefit of the proposal which would hopefully increase the membership of FairShare to the benefit of the local community.

**RESOLVED – That the actions contained within the report be endorsed.**

PC/17/73 **SAFEGUARDING MATTER AT THE SAMBROOK CENTRE**

The Clerk presented a report of a recent incident of safeguarding at the Sambrook Centre. There had been inappropriate usage of the public computers at the Sambrook Centre and a system of acceptable use had now been instigated.

PC/17/74 **PERSONNEL SUB-COMMITTEE**

The Committee considered the minutes of the Personnel Sub-Committee of 17<sup>th</sup> April 2018. And in particular made reference to staffing at Brookside Central and supported the actions taken by the Personnel Sub-Committee.

It was proposed by Cllr A England and seconded by Cllr A Watkin and **RESOLVED – that the minutes of the Personnel Sub-Committee held on 17<sup>th</sup> April be endorsed.**

Cllr Mrs J Loveridge abstained from the vote.

Meeting finished at 7.42pm

Chair .....

Date .....

