

Minutes of a meeting of the **Policy and Resources Committee**, held at The Sambrook Centre on Tuesday 31st January 2017 at 6pm.

Present: Councillors: ARH England (Chair), R Breeze, R Fagan, Mrs J Loveridge, J Loveridge, M Randle, C Turley, Mrs J Turley

Also

present: Mrs G Bailey, Parish Clerk, Mrs S Middleton (Deputy Clerk)

Public Open Session

There were no members of the public present.

PC/16/36 APOLOGIES

Apologies have been received from Cllr S Parr (prior engagement) and Cllr A Watkin (work commitments) and were accepted by the Committee.

PC/16/37 MINUTES

RESOLVED – that the minutes of the previous meeting, held on 29th November 2016, be confirmed as a true record and signed by the Chair.

PC/16/38 MATTER ARISING

There were no matters arising.

PC/16/39 PARISH CLERK'S REPORT

1. Newsletter

RESOLVED – to cease house to house deliveries of newsletters, to purchase 'dump bins' and counter dispensers to place in local businesses for distribution.

2. Out of hours use of the Sambrook Centre

There had been another incident with the young people in the lobby causing disturbance to a group using the building on Monday. The Clerk reported that she had banned them from the lobby for a week and cancelled their youth club. There are plans to develop a youth service.

RESOLVED – to employ security services for Monday evenings.

3. Brookside Central

Short listing is complete. Interviews will take place on Friday 10th February. Cllr C Turley has agreed to sit on the interview panel.

In response to a question from Cllr Mrs J Turley it was confirmed that the contract for the receptionist would be held by the parish council but funded by Brookside CIO.

Cllr England requested a presentation to Council on Brookside Central so that all partners were clear about their role.

PC/16/40 FINANCIAL REPORTS

The committee received reports on the following.

- a) Receipts and Payments
- b) Cashflow and account management
- c) Payroll

RESOLVED - that the receipts and payments report, cash management report and payroll report, as presented be approved.

PC/16/41 RISK ASSESSMENTS

The committee received reports on the following:

- a) Organisational Risk Assessment

RESOLVED – to approve the Organisational Risk Assessment as presented.

- b) Financial Risk assessment
RESOLVED – to approve the Financial Risk Assessment as presented.

PC/16/42 INSURANCE

The Committee considered following reports

- a) Insurance
RESOLVED – to approve the insurance report as presented.
- b) Fixed Assets
RESOLVED – to approve the report on fixed assets as presented.

PC/16/43 CHAIN OF OFFICE

The Committee considered a quotation received for a replacement Chain of Office for the Chair of Council. Members agreed that this expenditure it would not be appropriate at this time.

PC/16/44 MINUTES OF COMMITTEES

The committee received, for information, the minutes of the Community & Environment Committee held on 10th January 2017

PC/16/45 COUNCILLORS REPORTS

The committee received the following councillors reports.

- a) Cllr R Breeze: could not identify any buildings in the parish listed as buildings of significant interest on the TWC website though it was highly likely there are (e.g. tunnel cottages). The Clerk suggested that research into these sites could form part of a strategic parish plan. It will be possible to use the work that had been done for the Heritage Trail.
Cllr C Turley advised of a web based service ‘side by side’ maps.
It was suggested a newsletter article to gauge interest in a historical group.
- b) Cllr C Turley: queried if the clerk had received a consultation on parking enforcement as the responses from Parish Council had been very low. Clerk to check and bring to Community and Environment Committee. Cllr England advised that he has asked for action on the difficulties with parking on new town estates.
A fly tipping action group has started work on Brookside; mapping has shown a link between HMOs and fly tips.
- c) Cllr Mrs Jackie Loveridge: dog mess is being picked up but the bags are thrown into hedges. Take 5 café at Brookside Central is closed for 3 weeks.
- d) Cllr Jim Loveridge: Potholes around Bembridge, Burford and Briarwood are getting worse. There was an incident attended by emergency services at the Bembridge flats. Police are looking at the CCTV in relation to an assault outside Brookside Central.
- e) Cllr M Randle and Cllr R Breeze also agreed that the potholes were worse this year.

There being no further business the meeting closed at 7pm.

Signed

Date: