

**MINUTES OF A MEETING OF THE POLICY AND RESOURCES COMMITTEE HELD ON
3RD DECEMBER 2013 AT THE TOWN HALL, ROYAL LEAMINGTON SPA**

Present: Councillors Ann Morrison (Chair), Sarah Boad, Heather Calver, (substituting for Councillor S Lytton), Bill Gifford, David Greenwood, Sue Ingleby, John Knight and Alan Wilkinson.

Apologies for absence were received from Councillor Simon Lytton.

43. DECLARATIONS OF INTEREST

In accordance with the Council's Code of Conduct, the following declarations of interests were made:

44. PUBLIC FORUM

There were no members of the public present.

45. WARWICK DISTRICT CITIZEN'S ADVICE BUREAU

The Chairman welcomed Mr Aiden Knox (Manager) and Mr John Daley (Chairman) of Warwick District Citizen's Advice Bureau to the meeting, inviting them to give a progress report on the work of the Bureau in the last twelve months.

The Committee was advised of the current usage of the scheme by residents of Warwick District and provided with an analysis of the clients by ward and age range. Mr Knox explained that the service was demand-led with clients often being referred on to the Bureau by other agencies. The role of CAB advisers was very complex and required considerable in-depth knowledge across a wide range of issues.

With regard to the funding provided by the Town Council during 2013/14, £4,000 had been paid to support the Leamington Children's Outreach Service in the form of an Administrator and Gateway Assessor. This service was proving of considerable value to clients at a time when demand for assistance was increasing. This was additional to the core grant of £8,000 received from the Council.

In answer to questions, Mr Knox confirmed that grants were received from both Leamington and Warwick Town Councils but not from Kenilworth or Whitnash Town Councils. It was hoped that the Town Council's good example would be replicated by others.

Mr Knox and Mr Daley briefly outlined other changes to the service including the appointment of a new Manager, the introduction of a new electronic case management system and the continuing efforts to independently fundraise using exemplary practice at other CAB's.

In answer to a question, Mr Knox confirmed that the option of obtaining professional legal assistance through a pro bono scheme was being actively investigated.

Mr Knox and Mr Daley expressed their appreciation to the Town Council for its continuing financial support, were thanked for their presentation and left the meeting.

46. MINUTES

RESOLVED that the Minutes of the Meeting of the Policy and Resources Committee held on 16 October 2013, having been circulated, are confirmed and signed as a correct record.

47. MATTERS ARISING FROM THE MINUTES

(i) Warwickshire Pension Fund

Councillor Greenwood briefly referred to discussions at the AGM of the Pension Authority and advised that a full written report would be made to the next meeting of full Council.

(ii) Community Governance Review

The Town Clerk reported that the Town Council's submission had been made to the District Council and the review was now currently in progress, with letters having been sent to residents of those parts of Cubbington Parish who would be affected by the proposed boundary change. A further report would be made once the District Council's recommendations were published.

RESOLVED that the report is noted.

(iii) Town Centre Action Plan

There was no further progress to report.

RESOLVED that this item is included on the Agenda for detailed discussion at the next meeting.

(iv) Warwickshire Association of Local Councils

The Town Clerk reported that the Council's resolution had been unanimously endorsed at the AGM of WALC with the proviso that it be referred directly to Warwick District Council in view of the clear indication by the Government of its wish to see Local Authority Council tax support passed on to local Parish and Town Councils.

RESOLVED that the Report is noted.

48. GRIT CONTAINER PROVISION

The Town Clerk reported that the cost of providing grit containers, which would be met by the Town Council, was approximately £120 each, and that three such items had been requested by Councillor Lytton for various areas in the Crown Ward.

RESOLVED that grit containers are provided at Newnham Road, Charnwood Way and Parklands Avenue/Cumberland Crescent.

49. BUDGET 2014/15

Consideration was given to a report (Report No. 8) setting out the Council's current spending against its revenue budget and a draft budget for 2014/15. The Town Clerk also reported that a request had been submitted by Councillor Stevens concerning a possible additional budget option.

RESOLVED that further consideration of the budget is deferred, pending consideration by the respective political groups, until the meeting of Council on 15 January 2014.

50. WARWICKSHIRE COUNTY COUNCIL – MINERALS PLAN UPDATE

The Committee noted information provided in the form of a newsletter by WCC in relation to the Mineral Plan update.

RESOLVED that the Newsletter is noted.

51. ACCOUNTS

(i) Accounts
Consideration was given to a schedule of accounts arising for payment since the last meeting.

RESOLVED that the schedule of accounts is approved for payment.

(ii) Investment of Reserves
The Town Clerk reported that the term bond invested with the Bank of Scotland at a rate of 2.25% had expired on 5 November 2013, having incurred interest of £2,812.50. He reported that investment rates had now fallen significantly and that the following rates could be obtained for investment of 12 months on sums in excess of £60,000.

Lloyds / HBOS:	0.98%
HSBC:	0.5%
Co-operative Bank:	1.5%

RESOLVED that the following 12 month investment bonds are opened:

Lloyds / HBOS:	£65,000 at 0.98%
Co-operative Bank:	£65,000 at 1.5%

The meeting commenced at 6.30pm and ended at 7.55pm

Chairman

Date