

**MINUTES OF A MEETING OF THE POLICY AND RESOURCES COMMITTEE HELD ON
19th NOVEMBER, 2020**

This meeting was conducted remotely in accordance with the provisions of the 2020 Coronavirus Regulations

Present: Councillors Sarah Boad (Chair), Janet Alty, Alan Boad, Will Bryce, Mubarik Chowdry, Judith Clarke, Bill Gifford, Louisa Radice and Susan Rasmussen.

Officers: Stephen Marks, Town Clerk

46. APOLOGIES FOR ABSENCE

None

47. DECLARATIONS OF INTEREST

Councillor S Boad declared a non-pecuniary interest as a member of Warwickshire County Council.

Councillor B Gifford declared non-pecuniary interests as a member of Warwickshire County Council and as a member of Warwick District Council.

48. PUBLIC FORUM

There were no representations from Members of the public.

49. MINUTES

RESOLVED that the Minutes of the Meeting of the Policy and Resources Committee held on 8th October 2020 (Report No.4) are confirmed as a correct record.

50. MATTERS ARISING FROM THE MINUTES

Banking arrangements were discussed and it was noted that there had been a decision to explore an ethical banking option. Agreed to explore further next year.

The Town Clerk confirmed that the response to Warwickshire Fire & Rescue Service's consultation had been submitted.

RESOLVED that the Warwickshire Fire & Rescue service be invited to attend a future meeting.

IT - The Town Clerk confirmed the purchase of one new laptop and related software had taken place.

51. **Strategic Objectives**

This item had been included to provide context to the discussion re budgets. It was noted that the actions to deliver the objectives had been considered further at the meeting of Policy & Resources Committee on 2nd March 2020.

It was noted that it had been very difficult to implement many of the actions, given the pandemic situation.

It was agreed that the objectives would be used as a basis for consideration of the budget.

52. **Community Infrastructure Levy**

The meeting considered the report on Community Infrastructure Levy (CIL). It was noted that walking / cycling could be a key element of our approach.

RESOLVED that a task and finish group be established, made up of one Councillor from each political group, to consider further the Town Council's use of CIL. Meeting to take place in the new year and report back to the committee in due course.

53. **Allotments**

The meeting considered the report on allotments, including the minutes of the allotment sub-committee meeting of 12th October 2020.

RESOLVED that the minutes of the allotment sub-committee meeting on the 12th October 2020 be noted.

RESOLVED that grants are awarded to Allotment Associations in 2020/21 as follows:

- (i) Binswood Allotment Society - To help improve recycled, rainwater provision, linked to the development of an environmental strategy.
£1700
- (ii) Champion Hills Allotments - To have an east to west pathway so to maintain the network of paths more easily. £1,100
- (iii) Old Milverton Allotments - Perimeter hedge cutting and purchase of new strimmer. £1068.75
- (iv) Cliffe Allotments - Replacement of heavy gateposts and 2 x new sheds £1435.

It was noted that several members of the committee would like to visit the allotment sites when the circumstances allowed.

54. **Budget monitoring**

The meeting considered Report no. 9 Budget Monitoring.

The committee agreed that further budgets for tree planting could be considered by Full Council.

The committee noted the update in relation to Children's Centre services and the Town Council funding and was supportive of the payment being made to Barnardo's, as previously considered and approved by the Town Council when setting the budget.

The committee supported the proposal that the Town Clerk bring forward more proposals relating to IT / Communications improvements.

RESOLVED that a donation should be made to the Royal British Legion from the balance of the budget for the Remembrance Event, which unfortunately had not taken place in the usual format and scale due to the Covid pandemic situation.

55. **Revenue Budget 2021/22**

The meeting considered the report on Revenue Budget 2021/22 including the first draft of the budget and the supporting information provided. A number of aspects of the draft budget were discussed and a number of proposals made:

It was agreed that consideration should be given to utilising underspends from the current year to replenish reserves, subject to any other use for the underspend being agreed in the current financial year, rather than automatically being carried forward.

Planters – It was noted that the Town Council had agreed to take on the upkeep of a number of planters and it was suggested a budget of £500 be included for this purpose.

Community grants – agreed to wait until the deadline for the final round of community grants is reached to inform the budget for next year.

Suggested reduce HR consultancy support budget to £500.

Town Clerk to clarify further the likely insurance costs, changes to building costs etc

Website – consider possible budget for renewal of website.

Town Clerk to identify any additional budgets required for operational reasons and provide supporting information.

Remove VE celebration budget as it was only required as a one-off.

Amend the Lillington signage budget to cover maintenance.

RESOLVED

(i) That the draft budget be amended in accordance with the specific proposals and issues discussed.

(ii) That the revised draft budget is circulated to committee members, including the group leaders, to enable further consideration by the respective groups.

(iii) That a further draft is considered by Policy & Resources committee at its meeting on 16th December 2020, to enable it to make a recommendation to the meeting of the Town Council in January 2021.

56. **Payments**

RESOLVED that the schedule of payments is approved.