

MINUTES of the proceedings at an Extraordinary Meeting of the

POLICY & RESOURCES COMMITTEE

WHO MET VIRTUALLY VIA ZOOM

On TUESDAY 13th OCTOBER 2020 at 6:00pm

PRESENT:

Councillor G Foortse (Chairman, Presiding)

Cllrs: M Coates, M Dutton, G Acheson, J Griffiths, J Rockett and J Holdom

Clerk: L Jennings

Deputy Clerk: A Kerrison

Public: None

		Action (initials)
MINUTES		
32	<p>TO CONFIRM THE MINUTES OF THE MEETINGS HELD ON 8th SEPTEMBER 2020</p> <p>The Minutes of the Meeting held on 8th September 2020 having been circulated were on the proposition of Cllr Coates, seconded by Cllr Dutton, APPROVED and will be signed by the Chairman when the committee next meets.</p>	
33	<p>APOLOGIES</p> <p>None were received</p>	
34	<p>DECLARATIONS OF INTEREST</p> <p>There were none.</p>	
35	<p>MATTERS ARISING FROM THE MINUTES</p> <p>Minute 22 (6) – Audit R1 and R2 outstanding items - The deputy Clerk explained that at the last meeting it was commented that some of the agendas were missing from the website and not in chronological order. The Deputy Clerk has completed this task and asked to be informed if anyone spots any other anomalies on the web site. The Finance papers will also be added to the website.</p> <p>Minute 22 (7) – Standing Orders update: The Clerk and Cllr Dutton to finalise amendments. This is ongoing and will be carried forward to the next P&R meeting.</p> <p>Minute 22 (8) – To receive a report regarding the Zoom Policy from the Working Party – A query was raised that the document stated that all ‘meeting papers’ would be posted to the website three days prior to the meeting. It was agreed that only the agenda should be placed on the website which is current practise. The completed and amended document will be discussed at the next P & R meeting in November. The Clerk will amend the document and forward to the committee.</p> <p>It was also noted that all market tolls and allotment rents are being paid either by card or standing order through the bank with no need for face-to-face meetings. Any Councillors who wish to comment on the Policy should send these to the Clerk within seven days of the meeting.</p> <p>Minute 22 (17, I) Access Control Policy – This is being worked on by Cllrs Campbell, Dutton and the Clerk. An amended document will be sent to the committee. It is to be an agenda item at the next P&R meeting.</p>	<p>MD/ Deputy Clerk</p> <p>MD/ Clerk</p> <p>Zoom Working Party</p> <p>P & R Ctte</p>
36	<p>TO RECEIVE THE MINUTES OF THE FINANCE SUB-COMMITTEE MEETINGS HELD ON 12th October 2020</p> <p>The minutes of the meeting are not completed and will be brought to the next P & R committee meeting. They will, however, be available for the Full Council meeting.</p>	

