



Minutes of a meeting of the Strategy and Resources Committee held virtually on Zoom on 07 April 2021 at 7pm

Councillors present:

Desna Allen	Jenny Budgetell (Vice)
Clare Cape	Teresa Hutton
Mary Norton	Ashley O'Neill
Andy Phillips	John Scragg
Sandie Webb (Chairman)	

Officers present: Mark Smith, Chief Executive
Nick Rees, Director of Resources
Matt Kirby, Director of Community Services
Daryl Jones, Business Support Manager
Gillian Ballinger, Finance Manager
Heather Rae, Democratic Services Manager
Lynsey Nichols, Communication and Customer Services Manager
Julie Hook, Head of Venues
Paul Harvey, Head of Leisure Services
Michael Weeks, Democratic and Civic Officer

In Attendance: Councillor Nina Phillips

Public Present: There was one member of the public present

PUBLIC QUESTION TIME

There were no written or verbal questions from any member of the public.

80. APOLOGIES FOR ABSENCE

There were apologies for absence from Councillor Peter Hutton.

81. NOTIFICATION OF SUBSTITUTION

There were no notifications of substitution.

82. DECLARATION OF INTEREST

Councillor Teresa Hutton declared a non-pecuniary interest in the item relating to vaccinations due to working for the NHS, minute 88 refers.

83. MINUTES

It was agreed that the minutes of the meeting held on 09 December 2020 were a correct record, they were proposed by Councillor Desna Allen and seconded by Councillor Jenny Budgell.

RESOLVED that:

The minutes were approved as a correct record and will be signed by the Chairman at a later date.

84. CHAIRMANS ANNOUNCEMENTS

The Chairman thanked any Councillors who were not standing in the upcoming elections. The Chairman praised the hard work of Councillors and noted although not standing, she would attend future Council meetings and would respect Councillors and the Mayor.

85. SUB COMMITTEE MINUTES

i) CIVIC MATTERS SUB COMMITTEE

Councillor Teresa Hutton presented the minutes. Councillors noted the minutes from the Civic Matters Sub Committee meeting held on 16 March 2021 and the recommendations therein and all matters were resolved.

ii) COMMUNITY DONATIONS SUB COMMITTEE

Councillor Desna Allen presented the minutes. Councillors noted the minutes from the Community Donations Sub Committee meeting held on 11 February 2021 and the recommendations therein and all matters were resolved.

86. WORKING PARTY NOTES

i) STANDING ORDERS WORKING PARTY NOTES

The Standing Orders Working Party notes from the meeting held on 01 February were deferred to the next Strategy and Resources Committee meeting.

87. RISK REGISTER

The Director of Resources presented the report regarding the key strategic and operational risks facing the Council since the last review in September 2020.

RESOLVED that:

Councillors received and approved the Risk Register.

88. THE NEELD - VACCINATION CENTRE PROPOSAL (REDUCED FEES)

Councillor Teresa Hutton declared a non-pecuniary interest in this item relating to vaccinations due to working for the NHS.

The Director of Community Services presented the request from the NHS to use the Neeld as a vaccination centre, and to consider an associated reduction in the Council's standard hire fees.

Councillors supported the proposal and the use of the Neeld for vaccinations but highlighted that operating costs should be covered, and a record should be kept of the true cost to the Town Council as the NHS is publicly funded. Councillor Ashley O'Neill proposed that the recommendation be amended to Councillors agree to the reduced fixed rate to cover costs up to a maximum of £200 per day for hire of the Neeld for the use of vaccinations by the NHS. With the majority in favour, it was;

RESOLVED that:

Councillors agreed to the reduced fixed rate to cover costs up to a maximum of £200 per day for hire of the Neeld for the use of vaccinations by the NHS between May and September 2021.

89. ADOPTION OF COUNCILLOR EMAIL, INTERNET, AND TABLET POLICY

The Democratic Services Manager presented the proposed Councillor Email, Internet, and Tablet Policy to support the move to the Modern.gov meeting management software. It was highlighted that from Elections in May 2021 Town Councillors would be provided with a Town Council email address for their work as a Town Councillor. All Town Councillors elected would be asked to read and sign the Councillor Email, Internet, and Tablet User Agreement.

With all in favour, it was;

RESOLVED that:

Councillors adopted the Councillor Email, Internet, and Tablet Policy for use from Elections in May 2021.

90. FINANCIAL ADMINISTRATION: AUDIT OF ACCOUNTS PAYABLE AND BANK RECONCILIATIONS FOR MONTHS 10 AND 11

The Finance Manager presented the report to Councillors and noted the BACS and Cheques audit of months 10 and 11 had taken place with Councillor David Powell and Councillor Andy Phillips.

RESOLVED that:

Councillors noted the report.

91. ITEMS FOR COMMUNICATION

Councillors did not request any specific items for communication.

92. DATE OF NEXT MEETING

The next meeting of this Committee will take place at 7pm on Wednesday 09 June 2021.

93. EXCLUSION OF THE PUBLIC AND PRESS

RESOLVED that

“The press and public are excluded due to the confidential nature of the business under the Public Bodies (Admissions to Meetings Act) 1960 s1. sub section 2”.

Five officers left the meeting.

94. CIVIC AWARDS

The Democratic and Civic Officer presented the confidential report regarding Civic Awards 2021. With all in favour, it was;

RESOLVED that:

Councillors noted the report and agreed to a press release and social media to publicise the names of recipients of Civic Awards or Certificates of Appreciation in 2021.

The meeting concluded at 7.36pm

These Minutes are subject to confirmation at the next meeting

Signed on behalf of the Committee as a true record of the meeting

Chairman:

Date: