



Meeting (No) **POLICY COMMITTEE (2)**
 Time & Date **6pm 3rd September 2019**
 Place **Town Hall**
 Document **Minutes**

Present: Councillors Kynaston (Chair), Griffiths (substitute for Cllr Flockhart), Hudspeth, Jones (during item 23) Roberts and Wastell (substitute for Cllr Warner); A Kunaj (Council Manager) and T Godfrey (Finance Manager)

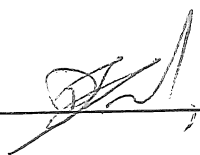
PART 1: Items considered in the presence of the press and public	
18	Questions and comments from residents: None.
19	Apologies for absence
	Resolved: To accept apologies from Cllrs Flockhart (business) and Warner (business).
20	Declarations of Interest
	No declarations of interest were received.
21	Minutes
	Resolved: To approve the minutes of the meeting held on 02.07.19 as a true and correct record. The Chair signed the minutes.
22	IT/Computer Maintenance
	The report PO2/22 on the need and indicative costs for a new server (required within the next financial year) was considered and noted by all attendees.
23	Committee budgets and Finance
a	<p>The report PO2/23 on the end of year 2018/19 budget position and EMR position full council report was explained to the committee by the Finance Manager. The committee considered its contents and impact for the Council.</p> <p>The Finance Manager raised concerns about the gap between the net budget and the precept request, albeit that this was closing. He wished for it to be noted that although the budget was stated, should the budget amounts be fully spent then reserves would have to be used, a lot of the costs in the budgets were 'static' such as staff costs and other committed costs. The year-end net budget was £27,494.</p> <p>Cllr Jones arrived</p> <p>The Finance Manager made a request to all committees via the Policy committee members present, that the committees scrutinise the need to spend and consider if the expenditure is required in this financial year. He anticipates that this will be the final year for a requirement of reduction in budget, but has concerns over expenditure that may be incurred for IT, website, future Christmas Lights, CCTV, the management of the assets and the election. And reminded councillors that any overspends would have to be met by underspend of budget elsewhere.</p>
b	The Policy committee budget report PO2/23b for 2019/20 was considered. The Finance Manager gave an overview of the current position. NABMA subscription may be re allocated to a different budget line.
Chairman's initial and date 	

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24	External Audit
	<p>The Committee received Section 3 of the AGAR, External Audit Report and Certificate 2018/19, and noted that on the basis of their review of Sections 1 & 2 of the AGAR, in their opinion the information is in accordance with the proper practices and no other matters have come to their attention giving cause for concern that relevant & regulatory requirements have not been met, nor any other matters not effecting their opinion need to be drawn to the attention of the authority.</p> <p>Resolved to accept and approve the report.</p> <p>The Finance Manager expressed concerns regarding the requirement of the Resources committee members to, when requested, make payments expediently via Unity Trust in order that the Council may avoid bank and other such charges.</p> <p>The Finance Manager left the meeting.</p>
25	Strategic Objectives
	The committee noted these will be tabled at a future meeting (see item 29d below)
26	Risk Assessment
	Resolved: To approve the risk assessment for the Policy committee
27	Council Manager's report. It was noted that a Precept task and finish group had been appointed.
28	Notice Boards
	The request for a monitor for the Parkgate notice board would be circulated via email.
29	Vision and Mission Statement
a	The brainstorming meeting that took place on 19.08.19 was noted. An oral report of the meeting was received. It had been very successful with those attending fully engaged. The group have submitted a draft Vision and a Mission statement.
b	<p>The Policy committee recommend to Council adoption of the following Vision and Mission statements;</p> <p>Vision: "A sustainable, vibrant, attractive town, where people want to live, work and visit."</p> <p>Mission statement: "We are creating a sustainable market town with a vibrant centre for Neston, its residents, businesses and visitors by fostering a strong community spirit."</p>
c	It was noted that at the brainstorming meeting it was suggested that the currently approved strategic objectives (SO) be reviewed and a recommendation for amendment made to Council.
d	<p>The committee;</p> <ol style="list-style-type: none"> set up a Strategic Objectives task and finish group, agreeing it should consist of three councillors plus the Council Manger; nominated Cllrs Roberts and Kynaston; a request for an additional member will be at the next Council meeting, (if time permits an inaugural meeting will take place before the next Council meeting 01.10.19); the Group will review the current strategic objectives and seek alignment with the proposed mission statement, and the Group will make recommendation to the Policy committee.
<p style="text-align: right;">Chairman's initial and date  - 5 NOV 2019</p>	

30	Exclusion of the Press and Public
	Resolved: To exclude members of public and press for the remaining items because of likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Local Government Act 1972.
PART 2: Items considered in the absence of the press and public	
31	HR Consultant
	Resolved: To approve continuation of a one year contract with current provider. The cost of the contract for one year is £149.50 per month.

Signed



Dated

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