



<i>Meeting (No)</i>	POLICY COMMITTEE (5)
<i>Time & Date</i>	6pm 18th February 2020
<i>Place</i>	Town Hall
<i>Document</i>	Minutes

Present: Cllrs Kynaston (Chair), Griffiths, Jones and Roberts and Mrs Kunaj (Council Manager)

In attendance: Cllrs Wastell

PART 1: Items considered in the presence of the press and public

63 Questions and comments from residents: None.

64 Apologies for absence

Resolved to accept apologies from Cllrs Davies (personal), Hudspeth (personal) and Warner (business).

65 Declarations of Interest: None.

66 Minutes

The minutes of the meeting held on 17.12.19 were approved as a true and correct record of the meeting. The Chair signed the minutes.

67 Council Manager's report

- Council have registered for 'Making Tax Digital'
- The receipt for the two civic chains have been received and will be added to the council's records
- A request for valuation of the Civic Regalia has been made
- The cheque from PRM for reimbursement for CCTV was unpaid due to only having one signature, a new cheque has been provided. Due to this error, council have incurred a £6 bank charge.

68 Strategic Objectives

- a. The updated strategic objectives were considered, and noted that People committee have agreed for the RAG rating for 6.3 CCTV, to be green.
- b. The committee recommends to Council that the revised strategic objectives template be adopted with effect from the start of the new council year.

69 Committee budgets and Finance

- a. The current Policy committee budget and EMRs were considered and noted item 69 b below if agreed would alter the end of year general reserve figures.
- b. Members considered report PO5/69b and recommendations therein indicating costs for new server, remaining website costs and budget lines to accommodate these expenditures.

Resolved that;

the 19/20 budget 4306 (website) be revised to £5,000 in line with the forecast;

Chairman's initial and date


8/6/20

any underspend on budget 4306 at the end of financial year 19/20 be moved to EMR 9330 (IT/website) for the purpose of funding final expenditure on the website upgrade and to contribute towards the cost of the server upgrade;

the Town Council's IT Consultant be instructed to source and install the new server hardware/ software at a total cost not exceeding £3,000+VAT;

any budget remaining in 4306 at the end of 20/21 be moved to EMR 9330 to meet the cost of the server upgrade.

70 Internal Audit Report

Resolved to approve report and recommendations, noting the RFO follow up comments.

71 Annual Report

- a **Resolved** that an edited version of the 2019/20 Annual Report will be published in the June edition of Neston Local (four centre pages) at a cost of £400 from budget line 4310 newsletter.
- b **Resolved** that an edited version of the 2019/20 Annual Report will be published on AMA at a cost of £45.00+VAT from budget line 4300 annual report.

72 Task & Finish group

- 1 *Community Infrastructure Levy (CIL)*

Members noted that CIL Task & Finish Group met on 12.02.20.

73 Cheshire Pension Fund – Personal Data retention

- a **Resolved** to adopt the Personal Data Retention Policy Expectations Policy.
- b **Resolved** to adopt the Participating Employer Personal Data Retention Policy.

74 Other items were noted:

Next agenda: Financial Regulations: recommendations of the Financial Regulations Task & Finish Group.

End of Year accounts: RBS have not been able to accommodate the date requested, leaving our staff short of time to complete their preparations.

75 Date of next scheduled meeting: The next scheduled meeting date of 28.04.20 at 6pm was noted.

76 Exclusion of the Press and Public

Resolved that under the Public Bodies (Admission to Meetings) Act 1960 (as extended by s.100 of the Local Government Act 1972), the public and accredited representatives of newspapers be excluded from the meeting for the following items of business on the grounds that it involves the likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Local Government Act 1972 by virtue of the paragraph specified against the item.

Part 2: Items considered in the absence of the press and public

77 Agency Staff rates of pay

An oral report was received. The committee requested that rates of pay provided by other local agencies be investigated and reported at a future meeting.

Signed



Dated

8/6/20