

WELLINGTON TOWN COUNCIL

MINUTES OF THE POLICY AND RESOURCES COMMITTEE HELD AT THE UNITED REFORMED CHURCH HALL, WELLINGTON 8 August 2022 AT 4.00pm

Present: Councillors M Lithgow (Chair) M Barr, A Govier, J Lloyd, M McGuffie and K Wheatley
David Farrow – Town Clerk.

One member of the press was in attendance

298 Apologies

Apologies were received and noted from Councillor J Thorne. Councillor S Booker had emailed his apologies earlier in the afternoon, but this had not been seen at the time of the meeting.

299 Declarations of Interest

None were declared.

300 Minutes

RESOLVED to approve the minutes of the meeting held on the 8 August 2022.

301 Questions and Comments from Members of the Public

No members of the public were in attendance.

302 To Review the Town Council Complaints Procedure

The Town Council Complaints Procedure was last updated in 2019 and required reviewing as part of the Councils Policy Review timetable. A copy was circulated with the agenda. The Committee **RESOLVED** to recommend to the Town Council that the Procedure is carried forward.

303 To Review the Town Councils Grievance Procedure

The Town Council Grievance Procedure was adopted in 2019 and required reviewing as part of the Council's Policy Review timetable. The Committee **RESOLVED** to recommend that the amended Procedure is adopted by the Town Council.

304 Refurbishment of Longforth Road Toilet Block

A paper had been circulated with the agenda. The Committee **RESOLVED** to recommend to the Town Council that a specialist contractor is commissioned to oversee the redesign and construction of the toilet block at Longforth Road.

305 Changes to the Circulation Arrangements of Council Meeting Papers and the Purchase of Council Tablets for Councillors

A paper had been circulated with the agenda. The Committee **RESOLVED** to recommend to the Town Council that it ceases to provide paper copies of meeting documents to those councillors who give their consent to receiving them electronically and that it purchases tablets on the basis set out in the paper for councillors to access meeting documentation electronically.

306 Proposal to Sponsor Community Award Prizes at Court Fields School

A paper was circulated with the agenda. The Committee **RESOLVED** to recommend to the Town Council that it sponsors an annual 'Contribution to the Community' prize for a pupil in each year group at Court Fields School and that the prize should consist of a trophy for each year group and a £25 token for Bookshop by the Blackdowns. The Town Clerk was asked to explore extending the offer to Wellington School.

307 Preparation for 2023/24 Budget Setting

The Committee members were asked to needs to consider any items they wish to include in the 23-24 budget and to inform the Town Clerk or Deputy Responsible Financial Officer.

308 To Resolve to Exclude Members of the Press and Public

The Committee **RESOLVED** to exclude members of the press and public for agenda items 12 and 13 in accordance with Public Bodies (Admission to Meetings) Act 1960 as publicity would prejudice the public interest by reason of the confidential nature of the business to be transacted.