

MINUTES OF THE POLICY & RESOURCES DEVELOPMENT COMMITTEE MEETING HELD ON
TUESDAY 21st APRIL 2020

The meeting was held remotely using Zoom software.

PRESENT: Cllr. Beck (in the Chair), Bunyan, Fairweather, Fletcher, Gilbert and Warne.

Declaration of Interests, Dispensations, Predetermination or Lobbying:

Members are required to declare any interests, dispensations, predetermination or lobbying on items on this agenda. Members are reminded that changes to the Register of Interests should be notified to the Clerk. He notified those present that the meeting was being recorded as a Clerk's aid.

154/19: Internal finance check:

Cllr. Beck confirmed that the internal finance check has been completed and everything was in order. He would sign the bank statements and end of month reconciliation documents retrospectively as soon as current restrictions are lifted and conditions allow.

155/19: Authorisation of payments made after the March meeting:

A list of payments totalling £15,517.68, made after the March meeting is filed with these minutes.

156/19: Transfers of monies between accounts:

Members were advised that £170,000 of the grant monies received from TWBC on 30th March had been transferred to the 32 Day Interest Account to maximise interest.

157/19: Cheques for Payment:

Cheques for April were signed for payment as per the list filed with these minutes which included several online payments this month. It was proposed by Cllr. Beck, seconded by Cllr. Fletcher and agreed to authorise payment of the cheques and electronic payments as presented.

These included:

Policy and Resources	£8,479.63
Burial and Properties	£2,911.62
Environmental Management	<u>£3,565.76</u>
Total	£14,957.01

It was agreed to continue investigations into increasing the volume of electronic payments being made, subject to suitable safe guards being in place. Results of the investigations would be discussed as an agenda item at the next meeting.

158/19: Approval of KCC Audit Programme 2020/2021

Members had been given copies of the Audit Programme for 2020/2021. It was proposed by Cllr. Beck, seconded by Cllr Bunyan and agreed to accept the programme as presented.

159/19: Security of additional funds held:

Cllr. Beck had been researching the most secure way of protecting monies held by the Parish Council, as banks only guarantee the first £80,000 of any monies held. As we were now in receipt of a substantial grant from TWBC, ensuring the monies we hold are sufficiently protected was of utmost importance. His research had concluded that government bonds could be the most secure method. The Clerk agreed to seek advice from KALC and the KCC Audit Department as to whether this was a recognised and suitable alternative to high interest bank accounts.

160/19: Tanyard Dental Surgery Update:

Cllr. Fletcher reported that following information from Savills, it was unlikely that the purchase of the Tanyard Dental Surgery would progress much before September. It was suggested that the investment of the land would be a secure method of investing the additional funds we currently hold. After a full discussion it was agreed that Cllr. Fletcher would attempt to speak to the current owner to ascertain any possible implications, should the purchase not progress at the rate that was initially intended.

161/19: TWBC Hardship Fund:

Cllr. Fletcher advised the Committee that many years ago a Parish Reserve Fund had been established by the parishes and TWBC to support the transfer of TWBC run services to local councils. The fund which is held by TWBC currently stands at around £35,000.

As this money had not been spent, TWBC were now asking if the parishes would like the money returned and have suggested it could be used as a hardship fund to help during the current crisis. For this to be achieved, two thirds of the sixteen parishes must agree.

Cllr. Beck proposed that we request our share of the fund is returned to us, this was seconded by Cllr. Fletcher and agreed.

162/19: Contracts:

a) Grounds Contract

Cllr. Fletcher reported that the current grounds contract had been extended for another year, the cost increasing to the rate specified in their tender submission. They were doing a very good job.

The Clerk advised that Cllr. Hatcher had submitted a request that the Committee consider amending the current schedule of works, leaving the Orange Land unmown to encourage wild flowers and wildlife. Cllr. Fletcher commented on the huge effort a few years ago, to relocate the reptiles from Wilkes Field to a suitable area in the Crane Valley, he would not wish to encourage their return. With this in mind he proposed the current schedule of mowing should continue, this was seconded by Cllr. Beck and agreed. Cllr. Warne abstained for the vote.

b) Parish Warden Contract

Cllr. Fletcher advised the contract for Parish Warden duties had also been extended for a further year in light of the current crisis. The rate increasing to that specified, in the recent tender submission.

163/19: Items for Information:

No items were raised.