



**MINUTES OF THE POLICY AND RESOURCES COMMITTEE MEETING
HELD ON MONDAY 15TH AUGUST 2016 AT 6.30PM IN THE GUILDHALL BEWDLEY**

PRESENT

Councillor Mr S Clee (Chairman)
Councillor Mrs A Coleman
Councillor Mrs Calne Edginton-White
Councillor Mr P Edmundson
Councillor Mr D Killingworth

In attendance: Mr Nick Farress – Town Clerk
Mr David Moore - Treasurer
Councillor Miss Mary Fishwick

016 APOLOGIES

Councillors Mrs Candlin, Mrs Davies and Miss Mace.

017 DECLARATIONS OF INTEREST

There were none.

018 COUNCILLORS' DISPENSATIONS

There were no requests for dispensations.

019 MINUTES

The Minutes of the Policy and Resources Committee meeting on the 20th June 2016 were approved and signed by the Chairman.

020 BUDGET WORKING GROUP

A budget working group is to be established to consider the detail of the 2017/2018 budget.

AGREED

- (i) That the Budget Working Group will consist of Councillors Clee, Mrs Edginton-White, Edmundson and Killingworth.
- (ii) That the Town Clerk and Treasurer set a date for the first meeting of the Working Group in September.

021 SHORTFALL FUNDING 2017/2018 ONWARDS

The Chairman presented the consultation document and options available from WFDC in relation to the Council Tax shortfall funding which will cease in 2019/2020. This funding has been worth around £9k to the Town Council and will be phased out over the next two years.

AGREED

- (i) That option 1 is selected whereby we will receive £6,972 in 2017/18 and £2,324 in 2018/2019.

(ii) That the Town Clerk communicate this to Wyre Forest District Council and make clear the Council's disappointment at their decision to withdraw the funding.

022 WFDC LOCALISM FUND 2016/17

The criteria for WFDC's Localism Fund was presented and the Town Clerk asked for suggestions for what we may like to bid for. Councillor Clee agreed to follow up the inadequate bin provision along the riverside path from Dog Lane towards Dowles.

AGREED

That the Town Clerk looks into litter bin emptying and street cleansing, new gateway signage and improvements to Riverside North Park play equipment, and applies to the Fund as appropriate.

023 SOCIAL MEDIA POLICY

The Town Clerk presented a Social Media Policy which would apply to both employees and Members.

AGREED

That the policy is adopted and added to the Council's suite of policy documents.

024 EXCLUSION OF PRESS AND PUBLIC

AGREED

That in view of the confidential nature of business about to be conducted, the press and public were asked to leave the meeting.

025 TOWN COUNCIL STAFFING REVIEW

The Town Clerk presented a report following the meeting of the Staffing Review Working Group on the 13th July 2016.

AGREED

- (i) That the Town Clerk role is to be made full time permanent from the 1st September 2016;
- (ii) That the tasks unable to be completed by the Assistant Clerk within the hours of work be transferred back in to the Town Clerk's job description;
- (iii) That the "Mayor's PA and Council Secretary" post be re-titled "Mayor's PA and Council Administrator" in light of the office support functions that will be handled by this post.

The meeting was closed at 6.44pm

Signed.....
Chairman
Policy and Resources Committee – 17th October 2016