

CODICOTE PARISH COUNCIL

Minutes of the **POLICY & RESOURCES COMMITTEE** held on
Wednesday 11th November 2020, via zoom video conferencing
and which commenced at 7:30pm

PRESENT: Chairman, Cllr Caroline Tinner with Councillors Bryan Hillan,
James Howe and Rob Shergold

IN ATTENDANCE: Lorraine Ellis (Clerk)

1. **APOLOGIES FOR ABSENCE:**

None received.

2. **MINUTES OF THE MEETING HELD ON 13th NOVEMBER 2019:**

The minutes of the meeting were taken as read and duly noted.

3. **TO RECEIVE DECLARATIONS OF INTEREST IN ACCORDANCE WITH THE COUNCIL'S CODE OF CONDUCT AND STANDING ORDERS:**

The Clerk and Cllr Howe declared an interest in item 10 relating to the annual pay review.

4. **MATTERS ARISING FROM THE MINUTES:**

Duly noted.

5. **TO REVIEW THE FINANCIAL RISK ASSESSMENT & THE INTERNAL AUDIT RISK ASSESSMENT:**

PR251 The Committee reviewed the two documents and **agreed** that no changes were required at this time.

6. **TO CONSIDER INCLUDING 'ANY OTHER BUSINESS' ON THE FULL COUNCIL AGENDA:**

PR252 The Clerk reported that a member had requested that AOB be included as an agenda item on future Full Council agendas. Councillors considered the request and were reminded that items on the agenda need to be specific and clear what the discussion is about. To encourage compliance with the law, Councils have been urged to avoid having an agenda item 'AOB'. That is not a sufficient description of what might be decided to be a basis for any lawful decision. Councillors **agreed** not to use AOB on agendas.

7. **TO CONSIDER THE GRANT APPLICATIONS FOR 2020/21:**

PR253 The Committee considered the grant applications received and agreed the following awards:-

7.1 Codicote Day Centre

The application for a grant to arrange outings for the club members was discussed. It was agreed that a grant of **£500** should be awarded.

7.2 St Giles Church

The application for a grant for Churchyard maintenance was considered. It was agreed that a grant of **£1,000** should be awarded.

7.3 Codicote Local History Society

The application for a grant for repairs to the front of the building including replacing guttering was considered. The Committee agreed a grant of **£500**.

7.4 Codicote Tennis Club

The application for a grant for the repayment of an interest free loan was considered. The Committee agreed a grant of **£1,000**.

7.5 Codicote Football Club

The application for floodlight repairs and servicing was considered. The Committee agreed a grant of **£954**.

8. TO AGREE THE 2021/22 BUDGET:

PR254

The following budgets were considered and then agreed:-

- Administration budget to remain unchanged at **£46,120**
- Environment budget to remain unchanged at **£22,200**
- Recreation budget to remain unchanged **£40,700**

The Committee considered the possibility of re-joining the part funding scheme for a PCSO in Codicote. The previous scheme cost +£14K per annum. The Clerk to liaise with Hertfordshire Constabulary to look at what it would cost to part fund a PCSO for 50% of their time to be spent in Codicote.

Having taken into account the grants awarded and expected income **a budget of £110,000 is therefore recommended to Council for the year 2021/22.**

9. DATE OF NEXT MEETING:

PR255

10th February 2021.

EXEMPT BUSINESS

Under Section 100A(4) of the Local Government Act 1972, the public and accredited representatives of newspapers be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Act by virtue of the paragraph specified against the item.

10. ANNUALSTAFF PAY REVIEW:

PR256

Councillors considered the current pay for the Clerk and contractors and **agreed** pay increases as shown in the confidential minute.

The Chairman thanked everyone for attending and closed the meeting at 9:07pm.

Signed..... **Chairman of P&R**

Date..... **2020**