



**Minutes of the Policy and Resources Committee meeting held on Monday 23
March 2020 via teleconference**

Present: Juliet Hoggar, Ian Mitchell, Gary Seekins, Graham Dalton

To be presented at the Policy and Resources Committee meeting on Monday 19 October 2020

PR27	/19	Welcome: Everyone was welcomed to the meeting.	
PR28	/19	Apologies for absence: RESOLVED that there were no apologies as everyone was present.	
PR29	/19	Declarations of Interest: RESOLVED that there were no declarations of interest.	
PR30	/19	Minutes of the last meeting: RESOLVED that the minutes of the meeting on Thursday 23 January 2020 were a correct record and a copy will be signed by the Chair at a later date to be confirmed.	
PR31	/19	Current Outstanding Issues: Neighbourhood Watch Review – The Clerk confirmed that he had received a list of all members of the CCMS group but had not yet had chance to compare it with members of the Facebook group. Clerk to complete this ASAP. Emergency plan Review – Cllr Seekins advised that this was a work in progress and that he would continue to work on this. There were many complications with the current plan which he sought to remove to make the plan simpler and more effective. School Boiler – The Clerk read the update received from the Chair of the School Governors. It was RESOLVED to reiterate to the Chair of Governors that money from the council is not guaranteed and that other sources of funding should be sought. Also that the council will not simply accept that there are no suitable green alternatives to an oil fired boiler.	
PR32	/19	New Issues: Clerk’s Performance Review – It was noted that the feedback received from Councillors had been universally positive and that a few opportunities for improvement had been noted. Objectives had been set for the coming 12 months. It was RESOLVED that a pay review should not happen at this point as the budget for 2020/21 had already been set and so this should happen in September 2020 in time for the setting of a budget for 2021/22. Insurance Review – The Clerk had been reviewing the Insurance arrangements for the council and had obtained a quote from Came and Company, who were specialists in Parish Council insurance. The quote was very favourable, albeit with an increased excess. However, concern was raised that in the current climate it would be wise to find out if the council is currently covered for loss of revenue and if so it should remain with its current insurer to enable a claim for lost revenue. Scribe Accounts – The Clerk advised that the current software used for preparing accounts was no longer supported by its manufacturer and so he had been seeking alternatives. Scribe Accounts is designed specifically for Parish Councils and a quote had been obtained for £226.40 + VAT which represented a 20% discount. It was RESOLVED to make enquiries of CALC to find out if they knew of this system and also to delay for three months so that the Clerk can use it for another council and then report back. Coronavirus Response – The feedback for the helpline that had been set up was positive and the number of users was increasing daily. There are more and more prescriptions coming through the Dent Box which was preventing unnecessary trips to Sedbergh. It was noted that the government is developing its response with free food packages for the very vulnerable, but that this is unlikely to involve the Parish Council. It was RESOLVED to continue the current system for another week before reviewing to ensure best practice etc. It is important to send out a second communication with updates and to find out who will need hard copies of future communications. A draft second communication is to be prepared by Cllr. Mitchell and sent round to this committee for approval. Meeting closed at 8.30pm	

Chairperson:.....

Date:.....