



**Minutes of the Policy and Resources Committee meeting held on
Monday 01 August 2022 at the Sedgwick Room, Dent**

Present: Gary Seekins (Chair), Les Howes, Michael Akrigg, Laura Thornley, Jocelyn Manners-Armstrong

To be presented at the Policy and Resources Committee meeting on Monday 17 October 2022

PR193	/22	Apologies for absence: There were no apologies as all members were present.	
PR194	/22	Declarations of Interest: RESOLVED to accept the declaration from Cllr. Thornley regarding item 8 on the agenda.	
PR195	/22	Minutes of the last meeting: RESOLVED that the minutes of the meeting on Wednesday 25 May 2022 were a correct record and a copy was signed by the Chair.	
PR196	/22	Public Forum: There were no members of the public present and no items had been raised for discussion by members of the public. The chair noted that some items that were not on the agenda needed discussion and it was RESOLVED to add these items to the end of the agenda.	
PR197	/22	Car Park Ticket machine Issues: There had been a number of instances of people overpaying for car parking, paying for 5 or 7 days instead of a single day. It was noted that the machine was sometimes slow to respond to each button press but that with some care the correct ticket could be purchased quite easily. It was noted that perhaps customers were pressing the max payment button expecting to be charged for one day rather than 7 and it was RESOLVED to recommend that this functionality should be removed. RESOLVED to recommend that the council maintain the policy of not offering refunds for overpayment.	
PR198	/22	Charge My Street: Local Contractor Will Ellison had submitted a quote of £2400 to repair the damage caused by Charge My Street and it was RESOLVED to recommend the council authorise this and ask Will to start work as soon as possible.	
PR199	/22	Bonfire and Fireworks: As agreed at the last meeting the Clerk had obtained a quote for the fireworks and this was £600. It was RESOLVED that the council would underwrite this amount along with the insurance costs of £250 but that donation pots should be put out now in all the local businesses to raise money. RESOLVED to ask the Football Club and Young Farmers to promote the event across their networks.	
PR200	/22	Clerk Annual Leave: The Clerk reported that there were no Locum Clerks available to cover Annual Leave. It was RESOLVED that emails and phone calls should be directed to Cllr. Howes who would pass these to the appropriate committee chair for action whilst the Clerk was on leave.	

Chairperson:.....

Date:.....



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PR201	/22	Perimeter Fence: The Clerk had obtained a second quote from MD Hanafin Ltd for £2407. It was questioned whether the timber being used was pressure treated and it was RESOLVED to recommend that we check this with the contractors first before proceeding.	
PR202	/22	Code of Conduct: The new code of conduct was presented to the committee. It was noted that it is not clear how the role of Monitoring Officer works for Parish Councils and that there needs to be a protocol or policy for this. RESOLVED to recommend adoption of the Code of Conduct to council.	
PR203	/22	Committee Membership: RESOLVED to ask Cllr. Woof to join the Playing Field Committee and if not Cllr. Thornley would do this.	
PR204	/22	Budget Monitoring Q1 2022-2023: The Budget Monitoring report was presented by the Clerk. It was noted that there had been some overspends in various areas but that overall the council was in a good position.	
PR205	/22	Car Park Improvement Project: The Clerk gave an update on the current situation, with resurfacing and fencing the recycling area, perimeter fence, information boards and delineation of bays all still outstanding. The projected financial position for the project was currently £3,288 overspent.	
PR206	/22	Gate at Bottom of Car Park Field: It had been expected that the Access Ranger would install a gate but this was not now the case. The council will therefore need to appoint a contractor to do this.	
PR207	/22	Date of next meeting: RESOLVED that the next meeting will be on Monday 17 October 2022 at 7.30pm in The Sedgwick Room, Dent. Meeting closed at 20.40	

Action List

Speak to Flowbird re machine problems	ST
Ask Will Ellison to repair car park	ST
Put out donation pots for Bonfire and Fireworks	ST
Check whether timber is pressure treated	ST
Ask Geoff to join Playing Field Committee	ST
Find contractor to install gate	ST

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