

**MINUTES OF A MEETING OF THE POLICY & RESOURCES COMMITTEE
HELD AT BURNTWOOD TOWN COUNCIL'S OFFICE
ON MONDAY 13 OCTOBER 2014 COMMENCING AT 7.00 P.M.**

PRESENT

Councillor Campbell (in the Chair)
Councillors Mrs Evans, Isaacs, James, Mrs Rigby and Mrs Woodward (from 7.55 p.m.)

In attendance

Mrs M Danby, Town Clerk
S Lightfoot, BTS Implementation Officer

15. APOLOGIES FOR ABSENCE

Councillor Ms Brettell.

16. DECLARATIONS OF INTEREST AND DISPENSATIONS

None declared.

17. MINUTES

RESOLVED That the Minutes of a Meeting of the Policy & Resources Committee held on 19 June 2014 (Minute Nos. 1 – 14) be received and approved as a correct record.

17.1 Matters Arising

17.1.1 Appointment of Internal Auditor (BTC Minute No. 112 2013/14 and P&R Minute No. 74 2013/14 refer)

RESOLVED That the appointment of Hannah Knowles as the Town Council's Internal Auditor for the 2014/16 and 2015/16 financial years be noted and retrospectively approved.

17.1.2 Internet Banking

RESOLVED That Councillors Campbell, Mrs Evans, Isaacs and Mrs Rigby be nominated to approve payment (Authorise level only) and the Town Clerk's authorised level by View and Submit.

17.1.3 Social Media Package (Minute No. 11 refers) and Community Hub Website (Minute No. 12 refers)

It was noted that the Social Media package would link into the Community Hub Website and that it was hoped that a launch date would be notified by the supplier in the near future.

18. 2014/15 BUDGET TO 30 SEPTEMBER 2014

The Committee reviewed each line of the budget report and generally found the forecast end of year income and expenditure to be in line with the budget. It was noted that the major item of income relating to The Wakes insurance claim (£31,486.46 net) was still to be concluded but it was expected that the claim would be settled shortly.

RESOLVED THAT:

- a) An online subscription be taken for the Express & Star newspaper and that the delivery of the hard copy of the newspaper cease with effect from 20 October 2014.
- b) The report be received and noted.

RECOMMENDATIONS THAT:

- i) The bus shelter in Chase Road, Burntwood be replaced with a timber shelter (as installed at the junction of Farewell Lane/Lichfield Road) using funding available within the 2014/15 budget.
- ii) A bus shelter replacement programme be implemented to see those owned by the Town Council with timber structures over time.

19. EXCLUSION OF THE PRESS AND PUBLIC

RESOLVED That under the Public Bodies (Admissions to Meetings) Act 1960 Section 1(2) (and as expended by Section 100 of the Local Government Act 1972), the press and public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information.

20. OLD MINING COLLEGE CENTRE (BTC Minute No. 67 refers)

Members received an update with regard to the Old Mining College Centre.

RESOLVED That the information be received and noted.

(The Meeting closed at 8.15 p.m.)

Signed

Date