



Leigh-on-Sea Town Council

71-73 Elm Road, Leigh-on-Sea, Essex SS9 1SP - Tel: 01702 716288
council@leighonseatowncouncil.gov.uk www.leighonseatowncouncil.gov.uk



Chairman: Cllr Carole Mulroney
Vice Chairman: Cllr Helen Robertson
Town Clerk: Helen Symmons (Acting)

MINUTES OF MEETING OF THE POLICY AND RESOURCES COMMITTEE HELD ON TUESDAY 3RD JANUARY 2017 AT THE LEIGH COMMUNITY CENTRE, 71-73 ELM ROAD, LEIGH-ON-SEA

Present Cllrs: Jane Ward (Chairman), Donald Fraser, Valerie Morgan, Ron Owen and Helen Robertson

In Attendance: Cllr Jill Healey, Helen Symmons (Town Clerk - Acting) and a member of public

The meeting opened at 7.30pm

68. CHAIRMAN'S OPENING REMARKS

The Chairman welcomed all to the meeting, wishing members a Happy New Year.

69. APOLOGIES FOR ABSENCE

Cllrs Richard Herbert, Carole Mulroney, Declan Mulroney and Caroline Parker

70. DECLARATION OF MEMBERS' INTERESTS

There were none.

71. APPROVAL OF THE MINUTES

The minutes of the meeting 8th December 2016 were **AGREED** and signed by the Chairman.

72. MINUTES OF THE PERSONNEL SUB-COMMITTEE

The minutes of the meetings 22nd November and 8th December were **NOTED**

73. PUBLIC REPRESENTATIONS

There were none

POLICY

74. REVIEW OF POLICY AND RESOURCES ACTION PLAN 2016/17

Following a proposal (Cllr Ward, seconded Cllr Robertson) the Committee **RESOLVED** to review the Action Plan at a P&R PDG set for this purpose on Tuesday 31st January at 7.00 p.m.

75. LTC PROCUREMENT AND IMPLEMENTATION PROTOCOL

Following a proposal (Cllr Ward, seconded Cllr Owen) the Committee **RESOLVED** the protocol for use by staff.

RESOURCES

76. COMMITTEE AND COUNCIL BUDGETS

The Committee **NOTED** the reports.

77. COUNCIL BUDGET 2017/18 LOCAL COUNCIL TAX SUPPORT GRANT

The Committee **NOTED** the figures.

78. COUNCIL BUDGET 2016/17 & 2017/18 UPDATE DUE TO STAFF CHANGES

This will be presented at Council.

79. TO NOTE INCOME AND APPROVE EXPENDITURE SINCE THE LAST MEETING

The Committee **NOTED** the income and following a proposal (Cllr Morgan, seconded Cllr Fraser) **RESOLVED** to **RECOMMEND** the expenditure to Council.

80. THE CCLA FINANCIAL SERVICES COMPENSATION SCHEME

Additional information to the report was provided regarding the Churches, Charities and Local Authorities Public Sector Deposit Fund and confirmed that the scheme is recommended by our Auditors. It was **NOTED** that the report had made a recommendation that the Council continue to invest with the CCLA and this was **RESOLVED** by the Committee.

81. BANK ACCOUNT BALANCES as at 20th December 2016

The Committee **NOTED** the balances which totalled £483,395.28

The meeting closed at 7.47pm