

GOOLE TOWN COUNCIL

POLICY AND RESOURCES COMMITTEE

Minutes of Meeting held on 5th September 2024 commencing at 6:59PM

PRESENT: Councillors Flynn (In the Chair), Raspin, Cooper, Siddle, Bailey, Shillito, Marshall, B Jeffreys, Handley, Harrison, Bottomley, Moiser, D Jeffreys and Kilcoyne

OFFICERS: Mr Brian Robertson (Town Clerk)
Ms Stacey Norfolk (Deputy Town Clerk/RFO)
Mrs Natasha Costello (DSA)
Mr Phil Batten (Head of Operations)

PR2392 **APOLOGIES**

No Apologies were received

PR2393 **TO RECEIVE ANY DECLARATIONS OF INTEREST AND THEIR NATURE**

Councillor Raspin declared a pecuniary interest in the agenda item on payments in that he is a supplier of services to the council

PR2394 **MINUTES**

To sign as a correct record the minutes of the Policy and Resources Committee meeting held on the 27th June 2024 and approved at Full Council on 25th July 2024

Councillor Moiser **PROPOSED** that the minutes of the Policy and Resources Committee of 27th June 2024 and approved at Full Council on 25th July 2024 be signed as a correct record by the Chair Councillor Flynn

This was **SECONDED** by Councillor B Jeffreys

It was **RESOLVED** that the minutes of the Policy and Resources Committee of 27th June 2024 be signed as a correct record by the Chair, Councillor Flynn

PR2395 **REPORTS OF THE RESPONSIBLE FINANCE OFFICER/DEPUTY TOWN CLERK**

Members were in receipt of the following reports.

(a) Monthly Payments – July 2024

Members were recommended to **APPROVE** the schedule of payments for July 2024, totaling £191,974.77



Councillor Moiser **PROPOSED** that Members **APPROVE** the schedule of payments for July 2024 of £191,974.77

This was **SECONDED** by Councillor D Jeffreys

It was **RESOLVED** that Members **APPROVE** the schedule of payments for July 2024 of £191,974.77

(b) Monthly Bank Reconciliation & Bank Statement – July 2024

Members were recommended to **APPROVE** the bank reconciliation for July 2024

It was **PROPOSED** by Councillor B Jeffreys that Members **APPROVE** the bank reconciliation for July 2024

This was **SECONDED** by Councillor Moiser

It was **RESOLVED** to **APPROVE** the bank reconciliation for July 2024

(c) Income & Expenditure to 31st July 2024

Members were recommended to **NOTE** the report for the period ending 31st July 2024

It was **PROPOSED** by Councillor B Jeffreys that Members **NOTE** the report for the period ending 31st July 2024

This was **SECONDED** by Councillor Bailey

It was **RESOLVED** to **NOTE** the report for the period ending 31st July 2024

PR2396

REPORT OF THE RESPONSIBLE FINANCE OFFICER/DEPUTY TOWN CLERK – HR WORKING PARTY RECOMMENDATIONS

Members were in receipt of the following reports

Menopause Policy

It was **PROPOSED** by Councillor Raspin to approve the recommendation of the HR Working Party to adopt the above policy

It was **SECONDED** by Councillor Harrison



It was **RESOLVED** to **APPROVE** the recommendation of the HR Working Party to adopt the above policy

Lieu Time Policy

It was **PROPOSED** by Councillor Raspin to approve the recommendation of the HR Working Party to adopt the above policy

It was **SECONDED** by Councillor Harrison

It was **RESOLVED** to **APPROVE** the recommendation of the HR Working Party to adopt the above policy

PR2397

AMENITIES WORKING PARTY REPORT FROM HEAD OF OPERATIONS

Members were in receipt of the following reports

Mr. G. Whitehead entered the meeting 7.06pm

Free Baby Graves And Interments

It was **PROPOSED** by Councillor D Jeffreys to agree to the minimum age policy of 24 weeks gestation for a free burial plot and interment fees

It was **SECONDED** by Councillor Siddle

It was **RESOLVED** to **AGREE** to the minimum age policy of 24 weeks gestation for a free burial plot and interment fees

Residents Requesting To Take Over An Allotment Behind Their Property

It was **PROPOSED** by Councillor Siddle to **APPROVE** the recommendations of the Amenities Working Party to not allow members of the public to take over a vacant allotment backing onto their properties

It was **SECONDED** by Councillor B Jeffreys

It was **RESOLVED** to **APPROVE** the recommendations of the Amenities Working Party to not allow members of the public to take over a vacant allotment backing onto their properties

Riverside Gardens Gazebo

Members were in receipt of the above report

It was **PROPOSED** by Councillor D Jeffreys to take down the gazebo and store the wood for future use

It was **SECONDED** by Councillor Siddle

A handwritten signature in black ink, appearing to be 'L.P.', is located at the bottom right of the page.

It was **RESOLVED** to **AGREE** to take down the gazebo and store the wood for future use

Press arrived and left

It was **RESOLVED** that the press and public be excluded for the following items under the public bodies (admission to meetings act) 1960 in that they contain commercial or personal information as defined under the local government act 1972 schedule act 12a the divulgence of which may be detrimental to the council.

PR2398

MONTHLY DEBTORS

Members were in receipt of the above report.

It was **PROPOSED** by Councillor Siddle to **NOTE** the report

It was **SECONDED** by Councillor Bailey

It was **RESOLVED** to **NOTE** the report

PR2399

AMENITIES WORKING PARTY REPORT BY HEAD OF OPERATIONS

AMENITIES REPAIRS

Members were in receipt of the above report

It was **PROPOSED** by Councillor Bailey to **NOTE** the report

It was **SECONDED** by Councillor Moiser

It was **RESOLVED** to **NOTE** the report

PR2400

THEATRE TAX RELIEF REPORT BY HEAD OF ARTS & CULTURE

Members were in receipt of the above report

The report recommended the formation of a production company and the opening of a bank account for TTR purposes.

Members were also asked to approve the transfer of £60,000 to the production company's bank account in a form advised by Harbottle and Lewis LLP

Councillor Handley **PROPOSED** to **APPROVE** the formation of the Production Company for TTR purposes & the opening of a bank account



It was **SECONDED** by Councillor Moiser

It was **RESOLVED** to **APPROVE** the formation of the Production Company for TTR purposes and the opening of a bank account

It was **PROPOSED** by Councillor Moiser to **APPROVE** the transfer of monies to the Production Company's bank account

It was **SECONDED** by Councillor B Jeffreys

It was **RESOLVED** to **APPROVE** the transfer of monies to the Production Company's bank account

The report suggested that the company be incorporated initially with the Head of Arts and Culture as an individual director.

Councillor Handley moved an amendment to this and **PROPOSED** that Councillor Raspin be appointed a Director.

On being put to the vote the amendment was carried and it was **RESOLVED** that the Head of Arts and Culture together with Councillor Raspin be appointed as Directors of the production company.

PR2401

HONORARIUM POLICY & REQUEST FOR THE PAYMENT OF AN HONORARIUM

Members were in receipt of the above report from the HR Working Party

It was **PROPOSED** by Councillor Kilcoyne to approve the recommendations of the HR Working Party to adopt the above policy

It was **SECONDED** by Councillor Raspin

It was **RESOLVED** to **APPROVE** the recommendations of the HR Working Party to adopt the above policy

Members were also asked to approve the granting of an honorarium as recommended by the HR Working party.

It was **PROPOSED** by Councillor Handley to **APPROVE** the recommendations of the HR working party

It was **SECONDED** by Councillor Raspin

It was **RESOLVED** to **APPROVE** the recommendations of the HR working party and the payment of the honorarium

PR2402

HEALTHCARE PROVIDER


Members were in receipt of the above report

It was **PROPOSED** by Councillor Bailey to **APPROVE** the recommendations of the HR working party to remain with Paycare, the existing provider

It was **SECONDED** by Councillor Handley

It was **RESOLVED** to **APPROVE** the recommendations of the HR working party to remain with Paycare, the existing provider

Meeting concluded at 7:59PM


7/11/24