

POLICY AND RESOURCES COMMITTEE

AGENDA

For a Meeting to be held at 8.00p.m. on
Wednesday 12th May 2021

At Champions Manor Hall
Multi Purpose Room

Membership:

Councillor O'Brien (Chairman)
Councillor Massey (Vice-Chairman)

Councillor Eley
Councillor Thompson

Councillor Roberts
Councillor Humphrey

Councillor Crosbie
Councillor Bentley

Local residents are welcome to attend this meeting. At the meeting, your elected Councillors will take decisions affecting YOU, the Community and the Town. At the beginning of the meeting there is an opportunity for you to make representations, answer questions and give evidence in respect of any item of business on the agenda. The public may participate for up to 15 minutes for this purpose. If you have any queries, please telephone the Town Clerk on 01245 321817. Please join us.



Karen Hawkes BSc (Hons)
South Woodham Ferrers Town Clerk
5th May 2021

1. Apologies for absence

To RECEIVE and ACCEPT any apologies for absence.

2. Dispensation considerations

To consider any dispensations, as required. Standing Order 12. Dispensation requests shall be in writing and submitted to the Town Clerk as soon as possible before the meeting, or failing that, at the start of the meeting for which the dispensation is required.

3. Declarations of Interest

Any Member declaring an interest is asked to state whether this is a pecuniary or non-pecuniary interest. Clarification, if required, can be sought prior to the meeting with the Chairman or the Town Clerk.

4. Code of Conduct

Members are reminded of the Code of Conduct and their behaviour towards fellow Councillors and officers, any member which continuously breaches this will be removed from the meeting.

5. Confirmation of Minutes

To APPROVE the minutes of the meeting held on 9th February 2021 as a true record of the meeting, to be signed at a later date.

6. Public Questions

In accordance with Standing Order 3.e to allow up to 15 minutes for members of the public to make representations, answer questions and give evidence in respect of any item covered by the Committees Terms of Reference. At the close of this item members of the public will no longer be permitted to address the Committee; Members with pecuniary interests will also not be permitted to speak, address the Committee on those interests and must leave the meeting when the item in relation to their interest is being discussed.

7. Budget request from Leisure

To receive business plan prepared by Councillor Humphrey / Crosbie and Thompson, detailing summer event. Budget request from Policy and Resources of £4,500 to fund the event.

8. Councillor email address and Office 365

Following the Policy and Resources meeting on 9th February prices have been obtained for Councillor email addresses. These can be provided by Ahead4, as the email address is a .gov.uk there are restrictions

Service	Per user	20 Councillors Per month	20 Councillors per year
Email	£4.50 + VAT	£90.00	£1,080.00
Barracuda Spam	£0.83 + VAT	£16.60	£ 199.20
Total	£5.33 + VAT	£106.60	£1,279.20
Office 365 no email	£9.50 + VAT	£190.00	£2,280.00
Office 365 and email	£11.30 + VAT	£226.00	£2,712.00

Please note within the 2021-22 budget there is no budget to provide this service so any expenditure would exceed IT budget

9. Report to Council

To agree items for report to the next Council meeting

10. Media Contact

To consider whether any items on this Agenda warrant a media release and if so, to agree a Councillor to comment, if applicable.

11. Next Meeting

The next meeting of the Policy and Resources Committee will be on 16th June 2021.

Any member who is unable to attend the meeting should send their apologies and reason to the Town Clerk prior to the meeting.