

Minutes of the meeting of the Resources & Policy Committee held at the Sportsman Meeting Room, Birchwood Leisure Centre, Longmead, Hatfield AL10 0AN on Wednesday 27<sup>th</sup> January 2010 at 19:30.

PRESENT: Councillor D. Berry (Chairman)  
Councillor M. Alder  
Councillor C. Juggins  
Councillor D. Kay  
Councillor K. Langley  
Councillor G. Wiltshire  
Councillor R. Wheeler

EX-OFFICIO: Councillor H. Morgan  
Councillor M. Clark

ALSO PRESENT: Councillor L. Clark  
Councillor S. Laver-Walton

OFFICERS: C. A. Lloyd (Town Clerk)  
P. Widdicombe (Deputy Town Clerk)

83. APOLOGIES

Apologies for absence had been received from Councillor S. Atkinson, Councillor H. Berry, Councillor R. Smith and Councillor M. White.

84. QUESTION TIME

There were no questions.

85. MINUTES

The minutes of the meeting held on 9 December 2009 and 14 January 2010 were approved and signed as a true record.

86. DECLARATIONS OF INTEREST

There were no Declarations of Interest.

87. BUDGET 2010/11

Members considered the draft budget for 2010/11. Members thanked the Deputy Clerk for his hard work on the budget and RECOMMENDED that the draft budget as circulated be approved.

The meeting adjourned at 20:12 to enable a Special Meeting of the Council to take place.

The meeting re-convened at 20:15.

PRESENT: Councillor D. Berry (Chairman)  
Councillor M. Alder  
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Councillor K. Langley  
Councillor G. Wiltshire  
Councillor R. Wheeler  
EX-OFFICIO: Councillor H. Morgan  
Councillor M. Clark  
ALSO PRESENT: Councillor L. Clark  
Councillor S. Laver-Walton

88. SPECIAL EXPENSES

Members considered the report of officers. Members requested that the Clerk raise a query on public toilets being included in the special expenses this year. RESOLVED that the special expenses for 2010/11 be noted.

(Action: Clerk)

89. PREPARATION OF END OF YEAR ACCOUNTS 2009/10

Members noted the report of officers and the quotation for work by Kingston Smith. The Joint Practitioners Advisory Group (JPAG) advice had been issued on 25 January which would possibly influence the quotation. Members requested that the Deputy Clerk clarify the work included in the quotation after forwarding the advice from JPAG.

RESOLVED that the quotation be accepted and the Deputy Clerk forward the advice from JPAG to Kingston Smith.

(Action: Deputy Town Clerk)

90. ADVERSE WEATHER POLICY

Members noted the report of officers and RESOLVED that the policy and risk assessments be adopted.

(Action: Clerk)

91. MARKETING ADVICE

Members considered the quotations received. In view of the expense of such an exercise and the expertise already held in-house Members explored the possibility of the Leisure services Manager being requested to draw up a Marketing Strategy for each site. Members advised that the Council's goal was to improve the revenue from the Council's sites. For the Birchwood site the aim would be to recover the lost net income between the 2009/10 and 2010/11 budgets which had been affected by loss of a hirer on Saturday afternoons and evenings in the Sports Hall and rent from the

telecommunications mast. The expectation was that a goal of achieving breakeven would be met in 3 – 4 years time. It was recognised that the Leisure Services Manager may need to buy in specific assistance whilst preparing a Marketing Strategy. RESOLVED that the Leisure Services Manager be requested to produce a preliminary report to the April meeting of the Committee with his vision for a Strategy for the Birchwood Leisure Centre.

(Action: Leisure Services Manager)

92. CAPABILITY POLICY

Members noted the draft policy and RESOLVED that the policy be adopted.

(Action: Clerk)

93. ACCOUNTS FOR PAYMENT

RESOLVED that the schedules circulated with the agenda be noted and approved.

94. DATE OF NEXT MEETING

Noted that the next meeting of the Committee would take place on 21<sup>st</sup> April 2010 at 19:30.

95. EXCLUSION OF THE PRESS AND PUBLIC

RESOLVED that the press and public be excluded from the meeting for the following items of business;

- (i) Kennelwood House

96. KENNELWOOD HOUSE

Members noted that the Council's offer had been made but no acceptance or refusal had been received yet. The offer stood until 28 January 2010.

Closure: 20:45

Chairman