

## PORTLAND TOWN COUNCIL

### POLICY & RESOURCES COMMITTEE MINUTES OF THE MEETING HELD AT THE PORTLAND COMMUNITY VENUE ON WEDNESDAY 11<sup>th</sup> DECEMBER 2019 AT 11.30 AM

**PRESENT:** Cllr's J. Draper, D. Thurston, S. Cocking, R. Hughes and P. Roper  
Cllr Flack attended as Portland Town Council Chairman.  
Karon McFarlane attended as the Town Clerk

**IN ATTENDANCE:** Two members of the public

#### 1. Apologies for Absence

Apologies were received from Cllr's Lewis, B. Parkes and C. Parkes.

#### 2. Declarations of Interests

No declarations were made.

#### 3. Minutes of the Policy and Resources Meeting Held on 27<sup>th</sup> November 2019

These were approved as a true and accurate record of the meeting.

#### 4. Minute Update and Matters Arising

There were no matters arising.

#### 5. Public Participation

The question was again asked for an inventory had been conducted for the tools after the departure of the head gardener.

**It was confirmed that a handover had been conducted and all cards and keys had been returned.**

#### 6. Finance

a. Payments for authorisation

**51 items totalling £ 24906.45 were approved for payment. Serial 481 was removed as a duplicate entry.**

b. Items for pre-approval

**There were no items.**

c. Budget update

**The Precept spend was at 60%. The overall spend sat at 77% over precept. Accruals were £ 69400.00**

Due to the recent electric bill, it was proposed to increase the Council administration budget by £2K, and reduce the toilets and play park budget by £1K each.

**This was unanimously agreed.**

## 7. Procurement

### a. Waste Management Contract

The committee had been presented with 3 options.

**It was recommended to use Viridor for the contract with 5 general bins and 1 recycling bin. It was agreed not to have a food waste bin. This was subject to terms and conditions and approval by Full Council.**

### b. Westcliff Play Park

The committee had been presented with 3 options.

**It was recommended to use Sovereign for the new play park at a cost of £33,800 subject to terms and conditions and approval by Full Council.**

### c. Grass Cutting Contract

The committee had been presented with 3 options.

**It was recommended to use Countrywide Grounds Service for this contract subject to terms and conditions and approval by Full Council.**

## 8. Policy

There were no matters to discuss.

## 9. Risk assessment

There were no matters to discuss.

## 10. Staffing

There were no matters to discuss.

## 11. IT and Communications

There were no matters to discuss.

## 12. Grant Awards 2019

Councillors had been presented with all the information on 13 grant applications.

After a brief discussion, many Councillors believed that further discussion was needed to be able to make informed decisions on this matter.

**It was agreed to defer the grant awards to a working group which will recommend there findings to Full Council.**

## 13. Deck chairs on Weymouth seafront (expression of interests from residents)

Councillors had been presented with options for concessions for over 60's from Portland to use deck chairs on Weymouth seafront. Much discussion ensued on the merits of each option.

**The following resolution passed. That the scheme be scrapped in its entirety as it was Deemed not cost effective.**

**14. The Committee's next meeting is scheduled to take place on 8th January 2020 at Portland Community Venue, Three Yards Close, Portland starting at 10.30 am.**

There being no further business the meeting closed at 12.05 hours.

Signed ..... Date.....  
(Chairman)