

**Minutes of the Policy Committee Meeting of Watton Town Council held on Tuesday 22
September 2009 at 7.00 pm at the Council Chamber, Wayland Hall, Watton.**

Members Present: Councillor Anderson Councillor Rudling
 Councillor Holmes – Chairman Councillor Wassell
 Councillor Harvey Councillor Wykes

Officers Present: J Seal - Town Clerk

1 APOLOGIES

Apologies for absence were received from Councillors: Gilbert and Ivory

2 INTERESTS

Councillors Harvey and Wykes declared personal interests in Item 8 as members of the Watton Sports Centre.

3 CONFIRMATION OF MINUTES

It was Agreed by Members that the Minutes be accepted and signed by the Chairman as a true and correct record.

4 MATTERS ARISING

Councillor's surgeries were discussed and agreed that an advert be placed in the Wayland News stating that the Council is intending to hold Councillor Surgeries at the Surge. Interested Councillors could then plan a rota of attendance.

5 URGENT BUSINESS

The Clerk reported that the Public Toilets were again being abused and that the police had been contacted after an incident of an inappropriate nature had been witnessed.

It was also reported that a person was allegedly living in the Weeping Willow tree on the car park of which the police were also aware.

6 CHANGE TO STANDING ORDERS – CONTRACT REVIEW

It was agreed when procuring tenders that Standing Order 75 Financial Matters be changed to insert (3)(a) Three Tenders are to be sought from the approved Contractors List.

7 COMMITTEE TERMS OF REFERENCE

Members discussed the confusion which sometimes occurred between the Premises and Environment Committees relating to responsibilities.

It was agreed that a meeting between the Chairman Councillor Holmes, the Chairman of both Committees Councillors Harvey and Wassell and the Clerk be arranged to look at the Terms of Reference and report to Full Council with recommendations for approval.

8 SPORTS CENTRE RESPONSE

An audit Trail of e-mails between Watton Sports Centre, Kester Cunningham John Solicitors and EDF Energy had been circulated.

Members expressed their surprise and annoyance that the Sports Centre had been pursuing Council Deeds to the land through their solicitors when they were not the owners of the land and were surprised when the Councils Representative informed the Council that the Sports Centre Management Team did not know that the Council owned the land.

Serious concerns were expressed that deeds and legal paperwork were not accounted for in the Council Offices and agreed that past and present Councillors should be contacted to ascertain whether they had in their possession any deeds or legal documents relating to the Council or staff and ask that the items be returned.

It was proposed by Councillor Rudling and seconded by Councillor Holmes and

RESOLVED

That the Clerk contact the Councils Solicitors to seek advice on the legal procedure of how to proceed.

It was proposed by Councillor Rudling and seconded by Councillor Wassell and

RESOLVED

That the Clerk contact the Land Registry to ascertain which pieces of land at the Sports Centre had been registered and register any outstanding pieces of land.

9 ASSETS REGISTER NOMINAL VALUES

Members looked at the Asset Register and agreed that in future the way in which the Council present the Register should change to incorporate purchase price value, accumulative value and current value to give a more transparent view of the assets for future budgetary purposes. Advice from the Internal Auditor was to be sought.

10 COUNCIL INSURANCE REVIEW

It was agreed that the Insurance schedule be looked at in greater detail when the newly suggested Asset Register had been approved and that the secure store, goal posts and Lap Top be removed from the present schedule.

It was Proposed by Councillor Rudling and seconded by Councillor Wassell in accordance with Standing Order No 66 and

RESOLVED

That in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the press and public be temporarily excluded and they are instructed to withdraw

11 STAFFING

It was agreed to recommend to Council that out sourcing the planting in the Town be contracted out.

The meeting ended at 8.38pm

JS