

# **DORCHESTER TOWN COUNCIL**

## **POLICY COMMITTEE**

**16th JANUARY, 2007**

At a Meeting of the Policy Committee held on 16th January, 2007:

**PRESENT** The Mayor (Councillor R.B. Potter) and Councillors R.M. Biggs, T.C.N. Harries, S.C. Hosford, Trevor Jones (Chairman), P.G. Mann and L.M. Phillips.

In attendance:  
Councillor M.E. Rennie.

**APOLOGY** for absence were received from Councillor C.M. Hebditch.

### 24. **MINUTES**

The Minutes of the Meeting of the Committee held on 21st November, 2006, adopted by Council on 28th November, 2006, were taken as read and were confirmed and signed by the Chairman as a correct record.

### 25. **MINUTES OF OTHER COMMITTEES**

#### (a) **Planning and Environment Committee – 2nd January, 2007**

The Committee received Minute 57 of the Planning and Environment Committee regarding its Estimates for 2007/08 and it was

#### **RESOLVED**

That this Minute be considered at Minute 30 below.

#### (b) **Management Committee – 9th January, 2007**

The Committee received the under-mentioned Minutes of the Management Committee:

Minute 33 – Estimates 2007/08  
Minute 42 – Outdoor Services – Equipment

It was

#### **RESOLVED**

- (1) That Minute 42(1) be noted.
- (2) That Minutes 33 and 42(2) be considered at Minute 30 below.

26. **BEST VALUE AUDIT 2006/07**

The Committee received and noted the District Auditor's report on the audit of the 2006/07 Best Value Performance Plan.

It was

**RESOLVED**

That the report be received.

27. **TOWN PROMOTION**

The Committee considered an application for financial assistance received from the Chamber of Commerce Town Promotion Committee.

Following discussion it was

**RECOMMENDED**

That the request be approved and that a grant of £5,000 be made and that appropriate provision be made in the Estimates for 2007/08.

(Councillor T.C.N. Harries declared a personal interest in this matter in view of his employment as a taxi driver and the proposed training for taxi drivers which the Town Promotion Committee intended to undertake; he took no part in the discussion of or voting on it.)

28. **INTERNAL AUDIT**

The Committee received and considered the report of the Council's Internal Auditor on his activities in respect of the 2006/07 financial year to date.

It was

**RESOLVED**

- (1) That the Town Clerk and the financial service provider be instructed to ensure that the various items identified in the report and not already dealt with are actioned.
- (2) That the Resources Panel be requested to monitor the action taken on the Internal Auditor's recommendations and that the Town Clerk be requested to make the necessary arrangements.

(Councillor M.E. Rennie left the meeting at this point.)

29. **REVIEW OF COUNCIL POLICIES**

Further to Minute 15 the Committee considered the report of the Town Clerk on this matter which included a suggested Treasury Management Policy prepared by the Council's financial service provider and a suggested Internal Audit Plan prepared by the Council's Internal Auditor.

It was

**RESOLVED**

- (1) That the suggested Treasury Management Policy and Internal Audit Plan now submitted be approved.
- (2) That the Town Clerk and the financial service provider be requested to submit a draft Medium Term Financial Strategy, a draft Asset Management Plan and a draft Information Technology Security Strategy for consideration within the next six months.
- (3) That the need for a Corporate Plan and the content of the Performance and Policy Plan be reviewed following the anticipated removal of the statutory duty of best value.

30. **DRAFT BUDGET AND ESTIMATES – 2007/08**

(a) Planning and Environment Committee

The Committee considered the draft Estimates for the Planning and Environment Committee as approved by that Committee at Minute 57 and it was

**RECOMMENDED**

That the draft Estimates for the Planning and Environment Committee be approved so far as this Committee is concerned.

(b) Management Committee

The Committee considered the draft Estimates for the Management Committee as approved by that Committee at Minute 33 and it was

**RECOMMENDED**

That the draft Estimates of the Management Committee be approved so far as this Committee is concerned and that Minute 42(2) be also approved.

(c) Policy Committee

The Committee considered its draft Estimates for 2007/08.

It was

**RECOMMENDED**

That the draft Estimates for 2007/08 as now submitted be approved subject to the addition of the provision of £5,000 referred to at Minute 27 above and of £1,000 referred to at Minute 33 below.

(d) Budget for 2007/08

The Committee considered the Budget for 2007/08 and the precept required.

It was

**RECOMMENDED**

- (1) That the Revised Estimates for 2006/07 and the Estimates for 2007/08 be approved subject to (2) and (3) below.
- (2) That the financial service provider be requested to create an earmarked reserve in respect of the anticipated requirement to construct a boundary wall at Poundbury Cemetery and that an initial contribution of £50,000 be made to it.
- (3) That an additional contribution of £40,000 be made to the Municipal Buildings Refurbishment reserve and an additional contribution of £10,000 to the Municipal Buildings Repairs reserve in the light of the proposal to undertake significant works to the side staircase within the Buildings referred to at Property Management and Maintenance Panel Minute 1.
- (4) That a precept in the sum of £950,000 be levied on the West Dorset District Council in respect of the financial year 2007/08 requesting that payment be made in two equal instalments on 1st April and 1st October, 2007.
- (5) That the financial service provider be requested to submit proposals for the simplification of the layout of the estimates to a future meeting of this Committee.

31. **BEST VALUE MONITORING REPORT**

The Committee received and considered the report of the Deputy Town Clerk reviewing the Council's performance against the various targets and performance indicators contained in the Performance and Policy Plan.

It was

**RESOLVED**

That the report be noted.

32. **COUNCIL CHAMBER DISPLAY**

The Committee considered whether to arrange for the display in the Council Chamber of a list of Town Clerks since 1629 and it was

**RECOMMENDED**

That the suggestion be welcomed and the Town Clerk authorised to make the necessary arrangements.

33. **MEMBER DEVELOPMENT AND TRAINING**

The Committee considered a draft Member Development and Training Strategy which would be required to be in place and evidentially operational prior to the Council's application for reaccreditation as a Quality council in 2010.

It was

**RECOMMENDED**

- (1) That the draft Strategy as now submitted be approved and that the Town Clerk be requested to submit detailed proposals for a programme of training in the 2007-08 Council year to the next meeting of this Committee.
- (2) That provision of £1,000 be made in the Estimates for 2007/08 in respect of this matter.

Chairman