



Minutes of a meeting of the Policy, Resources and Finance Committee held on 20 June 2023 in the Council Chamber, Town Hall, East Street, Wareham at 7.00pm.

Committee Members Present: Councillors K Critchley (Chairman), D Budd (Vice Chairman), M Cotton, K Green, V Green, M Russell, D Robinson, C Turner

Officers present: N Gray, Town Clerk, G Pettifer, Deputy Clerk

PRF01/23 Appointment of Chair

Cllr Critchley was proposed by Cllr K Green, seconded by Cllr Russell.

It was **RESOLVED** that Cllr Critchley be elected as Chair of Policy, Resources & Finance for the 2023/24 municipal year.

PRF02/23 Appointment of Vice Chair

Cllr Budd was proposed by Cllr V Green, seconded by Cllr K Green.

It was **RESOLVED** that Cllr Budd be elected as Vice Chair of Policy, Resources & Finance for the 2023/24 municipal year.

PRF03/23 Apologies for absence

Apologies were received and accepted from Cllr Turner and Cllr Gover.

PRF04/23 Declarations of interest

There were no declarations of interest.

PRF05/23 Public participation time

There were 0 members of the public present.

PRF06/23 Confirmation of the minutes of the previous meeting held on 9 May 2023

It was **RESOLVED** that the minutes of the previous meeting of the Policy, Resources and Finance Committee, held on 9 May 2023, were **APPROVED** and signed by the Chairman.

PRF07/23 Matters arising from the minutes of the previous meeting held on 9 May 2023

749. The Clerk reported that the Remembrance Day Parade road closures had been applied for and that traffic management companies had been approached about facilitating the rolling roadblocks.

750. The Clerk reported that the signage for the new Just Park parking charges were on their way and their new charges would take effect on 1 July 2023. There was no change to the charges made by the Council.

Cllr Robinson asked about 5G the connectivity for the parking machines and was informed that only 4G upgrades were currently being rolled out. The parking machines would receive a standard service towards the end of June beginning of July and that the modem upgrade would occur in the autumn in readiness for the 3G switch off in early 2024.

PRF08/23 Payment of outstanding creditors

The Clerk explained varying transactions, in particular the transactions which were split between cost codes, which appeared to look like there were duplicate transactions on the sheet. The read-only access to the accounts system would be enabled shortly and this would enable members to view the transactions and invoices for themselves to clarify any queries they may have.

It was **RESOLVED** the payment of creditors in the sum of £16,700.79.

PRF09/23 Bank Reconciliations for April 2023 and May 2023

The Clerk presented the Bank Reconciliations for April 2023 and May 2023, and provided an overview of the process of how the Wareham Burial Joint Committee was included for transparency. The Committee thanked the Clerk for her hard work in reconciling the accounts.

PRF10/23 Howards Lane Public Toilets

The Deputy Clerk presented a report regarding the faulty Emergency Lighting and electrical wiring in Howards Lane Public Toilets.

A general discussion took place regarding the history of the building's refurbishments and its current state. The Deputy Clerk noted that a report was being prepared for consideration by the Amenities Committee for recommendation back to Policy, Resources and Finance Committee.

It was **RESOLVED** that Contractor A (CMB Electrical Services) be selected to undertake remedial works to the Emergency Lighting and electrical wiring in Howards Lane Public Toilets at a cost of £931.56 ex vat.

PRF11/23 Internal Auditor Review

The Committee considered the possible need to look at a change of Internal Auditor to enable a fresh pair of eyes to look at the Council's processes, procedures and finance. It was considered that the Council was in a very different place to what it was a few years ago, and it was healthy to have a change of auditor every so often.

It was **RESOLVED** that the Clerk investigate costs and availability of alternative Internal Auditors to be considered at the next meeting, whereby a decision would be made as to whether a new Internal Auditor be appointed for 2023/24 or not.

PRF12/23 Any other items the Chairman deems urgent

The Clerk reported that a request to purchase land from the Council had been received and that it would be presented to the next Full Council.

PRF13/23 Date of next meeting

It was noted that the next meeting of the Policy, Resources and Finance Committee was scheduled to be held at 7.00pm on 1 August 2023.

Chairman..... Date.....