

HASSOCKS PARISH COUNCIL

Minutes of the Policy, Resources and Communications Committee Meeting held on 17 March 2015 at 7.30 pm in the Parish Centre, Adastra Park, Hassocks.

Present: Judith Foot (Chairman) Penny Wadsworth
Peter Gibbons Ian Weir.
Frank Rylance

Clerk : Linda Baker

- 1. Apologies for Absence.** Paul King.
- 2. Declarations of Interest.** None.
- 3. Minutes of the Meeting held on 18 November 2015.** The minutes were taken as read, agreed by the meeting, and signed by the Chairman as a correct record.
- 4. Promoting Interest in Standing for the Parish Council in the May 2015 Local Elections.** Two open sessions had been held on 4 and 12 March 2015 for prospective councillors, which had been advertised locally and in the Talk About, but no residents had come forward to express an interest in standing for the parish council.
- 5. Review of the Parish Council Website.** Frank Rylance and Penny Wadsworth had reviewed the website with Tracy Bates who administers the site. Frank Rylance was compiling a list of minor changes which would be made. It was important to review the website regularly, at least every six months, and it was hoped that someone from among parish councillors elected in May 2015 would take on this role going forward.
- 6. Quality Council Status.** The current accreditation expired in March 2015. It was agreed that the council should re-apply for Quality Council Status. Judith Foot and Frank Rylance would review the information which needed to be put together in a portfolio, and provide information on training, communications etc for inclusion.
- 7. Code of Conduct.** MSDC had recommended that all parish council's adopt a slightly revised Code of Conduct to bring them in line with the WSCC and MSDC Codes. This was to achieve consistency, particularly as some councillors are members of county, district and parish or town councils. It was **RESOLVED TO RECOMMEND** that Hassocks PC adopts the revised Code of Conduct ahead of the May 2015 elections.
- 8. Financial Regulations.** The committee reviewed the council's Financial Regulations. **RESOLVED TO RECOMMEND** that the Regulations be approved, with the following amendments:
Para 11 Contracts: 11.1 (b) line 1, delete "£1,000", insert " £1,500",
Line 6, after "taken", insert " where appropriate".
- 9. Free Reserves.** The committee noted the expenditure taken from free reserves in the current financial year, and possible further calls on the

free reserves. It was suggested that new furnishings and carpeting should be considered for the parish centre foyer area at a cost of approximately £3,600, but detailed proposals would need to be put to the parish council.

10. Date of Next Meeting. 2 June 2015 at 7.30 pm (the 21 April 2015 meeting was cancelled).

There being no other business, the Chairman closed the meeting at 8.19 pm.

Chairman.....

Date.....

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