

8 SEPTEMBER 2011

MINUTES OF A MEETING OF THE ESTABLISHMENT & POLICY COMMITTEE held in the BOARDROOM, PARISH OFFICE, RECREATION WAY, MILDENHALL on Thursday, 8 September 2011 at 7.00pm

Present: Cllr D W Bowman (Chairman) Cllr A F J Peachey
Cllr B J Sulman (Vice Chairman) Cllr G H Taylor-Balls
Cllr M J Ball Cllr A J Wheble (ex officio)
Cllr T A Gooch-Taylor-Balls

Also present were: Mrs C Steggles (Chief Executive Officer), Mrs V Shrimpton (Deputy Chief Executive Officer) and Mrs R Buckingham (Minute Clerk)

1. APOLOGIES FOR ABSENCE

Apologies were received from Cllr J M Bloodworth.

2. PUBLIC PARTICIPATION

None.

3. DECLARATION OF INTEREST

Members were reminded of their responsibility to declare any personal or prejudicial interest which they have in any item of business on the agenda no later than when that item is reached and to leave the meeting prior to discussion and voting on that item.

4. INVESTMENT OF DEVELOPMENT FUNDS

It was recommended that £500, 000.00 from development funds should ideally be split invested between three accounts. At present MPC is interested in the Lloyds TSB account paying 3.6% for three years. The DCEO is awaiting rates from Cambridge Building Society and will endeavour to find another account paying a similar rate. The DCEO will check the amount of money which is guaranteed per account.

5. TRANSFER OF FUNDS

It was noted that the MPC 30 Day account with Lloyds TSB has become redundant and that the balance of £5, 048.08 was transferred into the MPC Business Instant Access account on 4 May 2011.

6. BANK OF IRELAND ACCOUNT

It was noted that the Bank of Ireland account with a balance of 6p was closed on 10 August 2011 and the 6p written off.

7. STANDING ORDERS

It was recommended to make the following amendments to Standing Orders:

At 12 to delete line h and replace it with: 12 h) To appoint working groups if relevant at the time.

At 52 to add 52 1) Chairmen of Working Groups shall in the case of an equality of votes have a second or casting vote.

At 71 to delete the second sentence beginning "There shall" and replace it with "There shall be no flash photography of the meeting."

8. DISCIPLINARY/GRIEVANCE AND APPEALS PANELS

It was recommended that the Vice Chairman should move from the Disciplinary & Grievance Panel to the Appeals Panel and his/her place on the D&G panel be taken by the immediate past Chairman.

9. APOLOGIES

It was recommended that as long as members send their apologies if they are unable to attend a meeting, there is no need for a reason for the apology to be provided.

10. CASTING VOTES ON WORKING GROUPS

Dealt with at item 7.

11. EXTERNAL AUDIT

The report was noted.

12. INSURANCE RENEWAL

The report stating that MPC's Local Council insurance premium will rise by approximately £1, 000 to £8, 289.59 was noted.

13. BUDGET GUIDELINES

It was recommended to aim to keep the 2012/2013 precept increase to a maximum of 3%.

14. MILDENHALL TOWN FOOTBALL CLUB

The report was noted. The matter will be discussed further at the September Council meeting if MTFC's business plan is available, as has been requested.

15. ANY OTHER BUSINESS

Members were asked by the Chairman to try and emphasise to parishioners that the development fund money has been paid by Sainsbury's for the lease of land owned by MPC and FHDC, it is not a gift or donation.

16. CORRESPONDENCE

None.

The meeting closed at 7.50pm