



Maintaining integrity, accountability, and a respectful environment is essential to ensuring effective and transparent decision-making.

**PF/196 APOLOGIES**

Apologies for absence were received from Councillors Childs, Gill, Ginger and Maxwell-Muller.

**PF/197 DECLARATIONS OF INTEREST**

**Disclosable Pecuniary Interests**

None declared.

**Declaration of Conflicts of Interest**

None declared.

**Declarations of Personal Interest**

None declared.

**PF/198 PUBLIC OPEN SESSION (15 minutes)**

There were no members of the public or press present.

**PF/199 UNITARY COUNCILLORS' SESSION**

Unitary Councillor Parry, Ludlow South, was present but made no comment.

**PF/200 MINUTES**

**RESOLVED RO/KC (5:0:1)**

That the minutes of the Policy and Finance Committee meeting held on the 19<sup>th</sup> January 2026, be approved as a correct record, and signed by the Chair.

**PF/201 ITEMS TO ACTION**

The following comments on the Items to Action were made:-

**PF/193 15/04/24 - ELECTRIC VEHICLE CHARGING**

To request that a report be brought to Council to scope out the project, timeframe and costs for installing an electric vehicle charging compound.

**Query & Response:** Timeframe? Added to the Council's project list but not a priority project.

**PF/187- SCAFFOLDING**

That the Town Wall scaffolding report be noted and quotations will continue to be sought.

**Query & Response:** Update? Quotes are being sought but delayed due to nature of the site.

**PF/140 28/11/22 - POLICY REVIEW**

That:-

- a) a standard format and style template be adopted for use by all Committees for their policies, protocols and procedure documents.
- b) an electronic Policy Library be set up from a master list of such documents.
- c) the library is structured to reflect the Council's Executive and Service functions.
- d) Standing Orders retain their existing standard format.
- e) the format and style of up to three policies per meeting of existing documents is reviewed by Policy and Finance within a timing plan to review the format and style all policies.
- f) Staff produce a draft template for the next meeting.

**Query & Response:** Electronic Policy Library? Majority of policies are available on the website but we don't have a secure dedicated Councillor library.

**PF/112 - ITEMS TO ACTION**

That a report be presented to Full Council on the history of the CCTV project, to include details of the selection of the contractor, costings, payment schedule, Police contribution and accounting and any other important correspondence.

**Query & Response:** Update? Report to next Council meeting.

**PF/93 - RESIDENTIAL RENTAL**

That a residential rent remains at £500.00 per month to be increased annually by inflation from January 2026.

**Query & Response:** Update? Report to next Council meeting.

**RESOLVED RO/MT (5:0:1)**

That the items to action from the Policy and Finance Committee meeting held on the 19<sup>th</sup> January 2026, be approved.

**PF/202 FINANCE INFORMATION**

**RESOLVED RO/MT (Unanimous)**

That the Cash Book Payments, Income and Reconciliation; Barclaycard Payments, Income and Reconciliation; Petty Cash Payments, Income and Reconciliation; Public Sector Deposit Fund Payments, Income and Reconciliation; and Income Cash Book Payments, Income and Reconciliation for December 2025, be received.

**PF/203 AGED DEBTORS**

**a) Debtors Report**

**RESOLVED RO/MT (Unanimous)**

That the Debtors report be received.

**PF/204 AGED DEBTORS**

**b) Debtors Explanation Report**

**RESOLVED RO/MT (Unanimous)**

That the Debtors Explanation Report be received.

**PF/205 3<sup>rd</sup> QUARTER INCOME AND EXPENDITURE**

**a) Income and Expenditure Report**

**RESOLVED RO/MT (Unanimous)**

That the 3<sup>rd</sup> Quarter Income and Expenditure Report, be noted.

**PF/206 b) Exceptions Report**

**RESOLVED RO/MT (5:0:1)**

That the 3<sup>rd</sup> Quarter Exceptions Report, be approved.

**PF/207 POLICY REVIEW**

**a) Corporate Governance Policy**

**RECOMMENDED RO/MT (4:1:1)**

That:-

a) the Corporate Governance Policy, be adopted

b) clarity be provided on the difference between principles in the policy and those from CIPFA.

**PF/208 b) Health and Safety Policy and Handbook**

**RECOMMENDED RO/KC (5:0:1)**

That the Health and Safety Policy and Handbook, subject to the inclusion of "vaping" where reference is made to "smoking", be adopted.

**PF/209 c) Sexual Harassment Risk Assessment**

**RECOMMENDED RO/ISB (Unanimous)**

That the Sexual Harassment Risk Assessment, be adopted.

**PF/210 CLIMATE ACTION TASK AND FINISH GROUP**

**a) Minutes**

**RESOLVED RO/MT (Unanimous)**

That the minutes of the Climate Action Task and Finish Group meeting held on the 29<sup>th</sup> January 2026 be received.

**PF/211 b) Recommendations**

**RECOMMENDED RO/DL (5:0:1)**

That:-

- a) purchase of a banner to be hung under the market stall canopy to be more easily identifiable at the Green Festival and other events, be approved.
- b) casual enquiry be made to the landowner of the Budgens old site to establish what the 'park' is going to look like and how long it is likely to be there?

**PF/212 OVERHAUL OF PRACTITIONERS' GUIDE**

**RESOLVED RO/MT (Unanimous)**

That the overhaul of the Practitioners' Guide be noted.

**PF/213 CCLA PUBLIC SECTOR DEPOSIT FUND INVESTMENT**

**a) Statement – January 2026**

**RESOLVED RO/MT (5:0:1)**

That the CCLA Public Sector Deposit Fund Investment statement for January 2026, be noted.

**PF/214 b) Redemption Contract Notes – January 2026**

**RESOLVED RO/DL (5:0:1)**

That the CCLA Public Sector Deposit Fund Redemption Contract Notes, be noted.

**PF/215 MAYOR AND DEPUTY MAYOR EVENTS**

**RESOLVED RO/DL (Unanimous)**

That the Mayor and Deputy Mayor's event attendance from November 2025 to January 2026, be noted.

**FC/216 EXCLUSION OF PRESS AND PUBLIC: PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960**

**RESOLVED RO/DL (unanimous)**

That that the public be excluded from the meeting for the following item(s) of business pursuant to section 1 of the Public Bodies (Admission to Meetings) Act 1960, on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted, and the meeting continue in closed session.

The meeting closed at 8.39pm

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Date

N.B. Closed Session Minutes WILL be issued for this meeting.