

**Minutes of the Policy Committee Meeting  
held on Monday 19 June 2017 at 7.30 pm  
in the Fair Oak Village Hall**

**Those Present:** Mr C Bird, Mr A Cossey, Mrs H Douglas (Chairman), Mr J Goss, Mr P Harwood, Mr Mignot, Mr J Sorley & Mr P Spearey.

**Other Members Present:** Mr H McGuinness

**Apologies:** None received

**In attendance:** Ms C Gosling, Clerk & Mrs J Cahill, RFO

**PUBLIC PARTICIPATION**

None present.

**1 DECLARATIONS OF INTEREST**

None received.

**2 MINUTES**

Members noted the minutes of the meeting dated 20 March 2017 (approved at Full Council on 15 May 2017).

**3 MATTERS ARISING**

None.

**4 FINANCE REPORT**

The RFO presented the Finance Report. Mr Cossey proposed to approve the Finance report dated 19 June 2017, Mr Spearey seconded and all voted in favour. Members noted cheque signing and BACS payments.

**5 CORRESPONDENCE**

**6** Street Pastors Weekly Diaries – 26.5.17, 9.6.17, 16.6.17. Noted.

**7** NALC – open letter. Noted.

**8** EBC – notice of intention to dispose of an asset of Community Value – Lapstone Public House. Noted.

**9** Keith Michaels plc – confirmation of motor insurance. Noted.

**10** HALC – June e-update. Noted.

- I1 One Community's newsletter and Network and Volunteering matters, May and June. Noted.
- I2 Speedwatch report. Noted.
- I3 Fairtrade – AGM 19 July. Noted.
- I4 Mrs Littlecott – removal of hedge at New Century Park. Referred to Leisure.
- I5 Nexus June Newsletter. Noted.

**I6 LEGIONELLA POLICY**

Members reviewed the Policy (previously approved in January 2009), there were no amendments. Mr Spearey approved the document, Mr Cossey seconded and all voted in favour.

**I7 TEMPORARY TOILET AT KNOWLE PARK ALLOTMENTS**

The following quotations had been received to install a chemical toilet at the allotment site:

- Ace loos £20.00 per week
- Phil Space £23.10 per week
- Andyloos £24.00 per week

Mr Spearey proposed to accept the quotation from Ace Loos to install one toilet during the growing season from 1 April to 30 September. Mr Cossey seconded and all voted in favour. The Leisure and Properties Committee to consider these costs when the fees are reviewed.

This was all the business and the meeting closed at 7.45 pm.

Signed ..... Chairman