

**FILEY TOWN COUNCIL**  
**MINUTES OF THE STRATEGIC PLANNING COMMITTEE**  
**HELD ON THURSDAY 10 SEPTEMBER 2015 AT 10.00AM**

Present: Cllr Susan Bosomworth (Chairman), Cllr J Meek, Cllr J Shackleton,  
Cllr R Walker (Vice Chairman)  
Clerk - Mrs G Robinson

**NOTICE OF THE MEETING**

**RESOLVED: That Public Notice of the meeting had been given in accordance with Schedule 12, para 10(2) of the Local Government Act 1972. 722/015**

**APOLOGIES**

Cllr John Casey (Personal) and Cllr Marion Wright (personal) had sent their apologies to the meeting. It was

**RESOLVED: That Cllr J Casey and Cllr M Wright's apologies be accepted. 723/015**

**DECLARATIONS OF INTEREST**

The Chairman reminded members of the need to consider whether they needed to declare a disclosable pecuniary interest (DPI) or personal interest as detailed in Appendix A and Appendix B of the Town Council's Code of Conduct. The Chairman informed Members that they could make a declaration of interest at any point during the meeting. It was

**RESOLVED: That it be noted that no declarations of interest were declared. 724/015**

**TOWN COUNCIL WEB SITE**

The Clerk gave a demonstration to members on the progress of the website to date which was almost finalised with just a few areas to be updated. Members were pleased with the design and the amount of information which had been uploaded and approved the content to date. The Clerk stated that she hoped to finalise the draft website with the web designer within the next two weeks and would send the link to members to give final approval before the website goes live. Cllr Bosomworth stated that she wished it to be placed on record the amount of time involved for the Clerk in supplying information for the new web site to the web designer and thanked them both for their input into this project. It was

**RESOLVED: That the Clerk and the web designer be thanked for the progress made to date on the Town Council's new draft web site. 725/015**

**REVIEW OF STRATEGIC PLAN 2015-2019**

Members had previously been circulated with copies of the Town Council's existing Strategic Plan and went through the whole document to consider all priorities which need to be included in the next four year Strategic Plan for the Town Council. The Chairman of the Strategic Planning Committee had requested all members of the Town Council submit suggestions for inclusion in the Town Council's next four year Strategic Plan. Members went through the whole plan and made suggestions for inclusions and amendments and the Clerk was requested to update the document for the next meeting. Members suggested that the work of the Town Plan Working Party could now be incorporated within the remit of the Strategic Planning Committee as the same members were elected to serve on both groups and it was agreed to make a recommendation to the full council to support this decision and if agreed the Strategic Planning Committee's Terms of Reference would need to be amended. It was

**RESOLVED: That the Clerk updates the draft Strategic Plan for the next meeting. 726/015**

**RESOLVED: That the Town Plan Working Party be disbanded forthwith and its responsibilities be incorporated in to the remit of the Strategic Planning Committee. 727/015**

**TOWN CENTRE WORKING PARTY**

**Terms of Reference**

Members of the Strategic Planning Committee considered draft terms of reference for the new Town Centre Working Party to work from and after discussion the draft document was agreed to be recommended to full council. It was

**RESOLVED: That a recommendation be made to full council to accept the draft terms of reference for the new Town Centre Working Party as attached copy herewith. 728/015**

*Continued overleaf*

Strategic Planning Committee Meeting held on 10 September 2015 continued

**HEALTH & SAFETY RISK ADVISOR**

Members had previously been made aware by the current Town Council Health & Safety Risk Advisor that he wished to retire next year and had been requested to consider all possibilities for his replacement.

*Cllr Jeff Meek left the meeting at this point.*

Members noted that the current Health & Safety Risk Advisor had undertaken a sterling job in a voluntary capacity over several years and had provided the Town Council with informed health and safety advice in an advisory capacity. After discussion the Clerk was requested to explore all options for a Health & Safety Risk Advisor to the Town Council. It was

**RESOLVED: That the above information be noted.**

**729/015**

*The meeting closed at 11.45am.*

**Councillor Susan Bosomworth**  
Chairman  
**Strategic Planning Committee**