

**SHAW & CROMPTON TOWN COUNCIL**  
**RESOURCES, POLICY & PROMOTIONS COMMITTEE**

Minutes of the meeting held on the **17 June 2025**  
in the Matthias Pilling Room, Town Council Offices,  
1 Kershaw Street East, Shaw OL8 2AB

**Present:** Councillors Baker, Dunne, Marc Hince (Chair), Sarah Hince,  
Lee Navesey (Vice Chair), Lisa Navesey, Reilly and the Chief Officer.

1 Member of the public and non-committee Town Council members, Councillors Penketh and Swift.

**Councillor Marc Hince in the chair**

**The meeting started at 6:30pm**

- 1 Apologies:** None
- 2 Declarations of Interest:** None
- 3 Minutes of the previous meeting:** The draft minutes of the meeting held on the 25 March 2025 were amended to include Councillor Lee Navesey as being in attendance and Councillor Sarah Hince as not being in attendance which were approved as a correct record and signed by the Committee Chair.
- 4 Public Participation:** None.
- 5 2024/25 Annual Governance and Accountability Return (AGAR)**  
The following documents were reviewed and approved for recommendation to full Council at its meeting on the 24 June 2025.
  - (i) Section 1: Annual Governance Statement – **Approved**
  - (ii) Section 2: Accounting Statements – **Approved**
  - (iii) Section 3: Explanation of variances – **Approved**
- 6 Financial reports for the period 1 April – 31 May 2025**  
The following financial reports for the period in question were considered and all were **approved**.
  - (a) Cost Centre level – Administration - **Approved**
  - (b) Cost Centre level – Environment - **Approved**
  - (c) Cost Centre level – Events, Grants & Awards- **Approved**
  - (d) Cost Centre level – Resources, Policy & Promotions - **Approved**
  - (e) Cost Centre level – Transition – **Approved**
  - (f) Executive Summary- **Approved**
  - (g) Reserves – **Approved**
  - (h) Market Income – **Approved**

- 7 High Crompton Park outbuilding/barn/bowling green**  
The Committee Chair reported that an architect visited the site on the 16 June in order to take measurements of the space within the property for the purpose of drafting initial scaled concept drawings which would be brought back to Committee for consideration and used in a preliminary consultation exercise with key stakeholders (The Town Council, HCP Friends Group, HCP Bowling Club, and S&C Meals On Wheels). In addition, the Chief Officer informed Committee that a site visit is being arranged for OMBC's Chief Executive and Deputy Leader and that he will notify all Councillors once details have been confirmed.
- 8 Former Parish Council Regalia**  
It was **approved** that (i) the regalia would be re-valued and (ii) the feasibility and cost of off-site storage of the regalia be explored.
- 9 Committee Terms of Reference/Scheme of Delegation**  
Committee **approved** the revised Terms of Reference and Scheme of Delegation which included clauses transferred from the soon-to-be dissolved Transition Committee.
- 10 Draft Volunteering Policy**  
Committee **approved** the draft Volunteering Policy for recommendation to full Council at its meeting on the 24 June 2025.
- 11 Dates and times of future meetings**  
Tuesday 6:30pm – 22 July, 23 September, 21 October and 18 November 2025; 20 January, 17 February, 17 March and 26 May 2026.
- 12 Exclusion of the public**  
Committee approved the motion “that in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the public be temporarily excluded, and they are instructed to withdraw.” (SO 10a xi).
- 13 Contracts of Employment**  
Committee reviewed and approved the revised contracts of employment for the Chief Officer and the Administration Officer.
- 14 Chief Officer Report: New rates of pay**  
Committee reviewed and approved the new rates of pay in accordance with the contracts of employment for the Chief Officer and the Administration Officer.

The Chair thanked everyone for their attendance and contributions and closed the meeting at 7:30pm.

**Meeting duration : 1 hour**