



**c. ELECTRONIC TRANSACTIONS for Payment**

Committee **RESOLVED** to authorise Finance Officer to make payments as listed in the report. There were questions on:

- Harbour costs
- Goats

**336/25 MATTERS FOR RECOMMENDATION**

**a. Main Annual Policies for Review prior to Annual Meeting of Council**

- **Standing Orders**

It was **RECOMMENDED** to adopt the Standing Orders for the coming municipal year

- **Financial Regulations**

It was **RECOMMENDED** to adopt the Financial Regulations for the coming municipal year and to include a 3 year forecast in line with best practice.

- **Asset Register**

It was **RECOMMENDED** to adopt the Asset Register for the forthcoming municipal year.

- **Risk Assessments**

It was **RECOMMENDED** to adopt the general risk assessment, subject to a review of the fire risk assessment. The Harbour risk assessment will be deferred to Annual Meeting of Council in May.

**b. Debt Recovery Policy**

Committee discussed putting in place a specific policy regarding non-payment of debts/debt recovery. There is at present a general clause in Councils lease documents, however Town Clerk shared with committee some policies from other Councils, and this was discussed fully. It was **RECOMMENDED**

Town Clerk will draft a policy using one of these existing documents, which the committee will adopt at the Annual Meeting.

**c. Manor Green Rental Policy**

In view of the many requests Council has had for hire of Manor Green, Committee discussed whether a Policy might be relevant. After much discussion it was **RESOLVED**

To keep the hire of Manor Green on a case by case basis but generally hires would be required to abstain from selling food and drink. (4 votes for, 2 abstained).

**d. DALC Membership renewal 2026/27**

It was

**RECOMMENDED**

To authorise renewal of this years DALC membership

**e. New LLTC Logo and Artwork**

Committee considered the new logo and artwork that the Marketing and Communications Officer had submitted, and it was **RECOMMENDED**

To accept the artwork and logo.

**f. Request received for free parking whilst walking Coleridge Way for charity**

Committee discussed this request fully and it was **RECOMMENDED**

To direct them toward a four-day permit for £20 as is usual Council practice.

**337/25**

**MATTERS FOR INFORMATION**

There were no other matters.

The meeting closed at 8.05 pm

Chairman

DRAFT