

# POLICY AND RESOURCES COMMITTEE

## NOTICE AND AGENDA

For a meeting to be held in the Penn Chamber, Three Rivers House, Northway, Rickmansworth on Monday, 2 December 2024 at 7.30 pm

Members of the Policy and Resources Committee:-

Councillors:

Stephen Giles-Medhurst (Chair)  
Steve Drury  
Chris Lloyd  
Louise Price  
Andrew Scarth  
Jonathon Solomons  
Tom Smith  
Jon Tankard  
Oliver Cooper  
Vicky Edwards

Sarah Nelmes (Vice-Chair)  
Andrea Fraser  
Philip Hearn  
Abbas Merali  
Reena Ranger  
Chris Mitchell  
Narinder Sian  
Stephen Cox  
Stephen King

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*Joanne Wagstaffe, Chief Executive  
Friday, 22 November 2024*

The Council welcomes contributions from members of the public on agenda items at the Policy and Resources Committee meetings. Details of the procedure are provided below:

For those wishing to speak:

Members of the public are entitled to register and identify which item(s) they wish to speak on from the published agenda for the meeting. Those who wish to register to speak are asked to register on the night of the meeting from 7pm. Please note that contributions will be limited to one person speaking for and one against each item for not more than three minutes.

In the event of registering your interest to speak on an agenda item but not taking up that right because the item is deferred, you will be given the right to speak on that item at the next meeting of the Committee.

Those wishing to observe the meeting are requested to arrive from 7pm.

In accordance with The Openness of Local Government Bodies Regulations 2014 any matters considered under Part I business only of the meeting may be filmed, recorded, photographed, broadcast or reported via social media by any person.

Recording and reporting the Council's meetings is subject to the law and it is the responsibility of those doing the recording and reporting to ensure compliance. This will include the Human Rights Act, the Data Protection Legislation and the laws of libel and defamation.

**1. APOLOGIES FOR ABSENCE**

**2. NOTICE OF URGENT BUSINESS**

Items of other business notified under Council Procedure Rule 30 to be announced, together with the special circumstances that justify their consideration as a matter of urgency. The Chair to rule on the admission of such items.

**3. DECLARATIONS OF INTEREST**

To receive any declarations of interest.

**4. FEES AND CHARGES 2025/26**

(Pages 5 - 28)

This report presents a schedule of proposed fees and charges effective from 13 January 2025 (set out in Appendix 1) and a schedule of fees and charges effective from 1 April 2025 (set out in Appendices 2, 3 and 4).

Recommendation:

That Policy & Resources Committee recommends to Full Council:

1. To approve the Fees and Charges set out in the schedule at Appendix 1 to be effective from 13 January 2025;
2. To approve the Fees and Charges set out in the schedule at Appendix 2 to be effective from 1 April 2025;
3. To approve the Fees and Charges set out in the schedule at Appendix 3 to be effective from 1 April 2025;
4. To approve the Fees and Charges set out in the schedule at Appendix 4 to be effective from 1 April 2025.

**5. COUNCIL TAX BASE 2025/26**

(To Follow)

This report sets out the council tax base by parish for the district and is used by the County, PCC and parishes to set their council tax.

Recommendation:

That Policy & Resources Committee recommends to Full Council that the Council Tax Base is approved for 2025/26.

## **6. BUSINESS RATE POOLING 2025/26**

(Pages 29 - 34)

This report seeks approval to enter into a business rates pool with Hertfordshire County Council (HCC) and a number of other Districts within the County for 2025/26.

Recommendation:

That Policy & Resources Committee recommends to Full Council:

1. That Council agrees in principle that Three Rivers District Council enters into the Hertfordshire Business Rates Pool, subject to the Government accepting its application to form a pool.
2. That Council delegates authority to the Chief Executive and the Director of Finance to sign up to the Hertfordshire Business Rates Pool, within 28 days of the Local Government Finance Settlement.

## **7. WREATH LAYING PROTOCOL**

(Pages 35 - 42)

This report presents proposed updates to the Wreath Laying Protocol.

Recommendation:

That Policy & Resources Committee agrees the revised Wreath Laying Protocol at Appendix 1.

## **8. OTHER BUSINESS - if approved under item 3 above**

## **9. EXCLUSION OF PRESS AND PUBLIC**

If the Committee wishes to consider the remaining item in private, it will be appropriate for a resolution to be passed in the following terms:-

“that under Section 100A of the Local Government Act 1972 the press and public be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined under paragraph X of Part I of Schedule 12A to the Act. It has been decided by the Council that in all the circumstances, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.”

(Note: If other confidential business is approved under item 3, it will also be necessary to specify the class of exempt or confidential information in the additional items.)

**General Enquiries: Please contact the Committee Team at**  
[committeeteam@threerivers.gov.uk](mailto:committeeteam@threerivers.gov.uk)