

HIGHAM FERRERS TOWN COUNCIL

To: The Members of the Policy and Establishment Committee.

Your attendance is requested at the Town Hall, Higham Ferrers at **7.30** p.m. on Tuesday 01 June 2010, a Meeting of the Policy and Establishment Committee having been summoned for the purpose of transacting the following business:

AGENDA

1. Election of Chairman and Vice-Chairman until the next Annual Meeting of the Town Council
2. The Town Clerk to report apologies received from members for inability to attend the Meeting.
3. Declarations of Interest
nb. Members are reminded that Interests may be either Personal or Prejudicial, and that if they wish for any clarification they are able to discuss the subject with the Town Clerk prior to the Meeting.
4. To approve and sign as a correct record the Minutes of the meeting of the Policy and Establishment Committee held on 13 April 2010 (copy herewith Folio 3933 – 3935).
5. Matters Arising.
6. Council Projects List (copy herewith)
7. Community Facility.
8. To approve and adopt the accounts for the Financial Year 2009/10 and receive the Report of the Town Treasurer, and to approve the Annual Governance Statement (copy herewith)
9. To receive the Report and Recommendations of the Meeting of the Personnel Sub Committee held on 05 May 2010 (copy herewith Folios 3942 - 3943)
10. To appoint the Members of the Personnel Sub Committee until the next Annual Meeting of the Council (5 Members)
11. Any other urgent business.
12. Date of next Meeting. **03 August 2010**

Members of the Public may address the Meeting upon individual items listed on the Agenda for a period not longer than 3 minutes provided that three clear working days notice is given of the intention to The Town Clerk.