

Parish of HIGHAM FERRERS

NOTICE OF MEETING OF COMMITTEE

NOTICE IS HEREBY GIVEN THAT –

A Meeting of the Policy and Resources Committee will be held at the Town Hall, Market Square, Higham Ferrers on **TUESDAY** the **FOURTEENTH** day of **MAY 2022 at 7.30pm in the evening.**

The meeting will be open to the public unless the Council otherwise direct.

AGENDA

1. **ELECTION OF CHAIRMAN**
To elect a Chairman for 2022/23.
2. **APOLOGIES**
To receive and accept apologies for absence.
3. **ELECTION OF VICE-CHAIRMAN**
To elect a Vice-Chairman for 2022/23.
4. **DECLARATIONS OF INTEREST**
To receive Declarations of Interest – Disclosable Pecuniary Interests or Other Interests and the nature of those interests relating to items on the agenda.
5. **MINUTES**
To approve and sign as a correct record the Minutes of the meeting of the Policy and Resources Committee held on 12th April 2022.
6. **PUBLIC FORUM (15 minutes)**
To allow any member of the public to address the meeting for a period of no longer than three minutes each.
7. **REVIEW OF POLICIES**
To review the following policies: -
 - 7.1. Bad Debts Policy
 - 7.2. Health and Safety Policy
 - 7.3. Disciplinary and Grievance Procedure
 - 7.4. Dignity at Work – Bullying and Harassment Policy
 - 7.5. Leader Protocol
 - 7.6. Mayors' Handbook.
 - 7.7. Financial Regulations
8. **BUSINESS/FORWARD PLAN**
To receive an update on progress with projects and works detailed in the Business/Forward Plan.
9. **BUDGETS**
To review the budget for 22/23.

10. **REGULAR PAYMENTS**
To authorise the payment for 2022/23 of due payments which arise on a regular basis as the result of a continuing contract, statutory duty, or obligation.
11. **DIRECT DEBITS**
To authorise the continued payment by variable direct debit to the suppliers as detailed in the report circulated.
12. **WATERING OF TROUGHS AND TIER PLANTERS IN THE WINTER MONTHS**
To consider request from Tourism to undertake watering of the troughs and fountains in the winter months.
13. **ACCOUNTING SOFTWARE 3 YEAR CONTRACT**
To enter a 3-year contract with Rialtas for the provision of the Omega accounting software, to include software support and maintenance and access to group training sessions.
14. **ITEMS TO REPORT**
To report on any items not included on the agenda. No decisions can be taken under this item.
15. **DATE OF NEXT MEETING.**
16th August 2022. Note date change to that published in the year-book.

A J Schofield

Signed

Alicia Schofield, Town Clerk

8th June 2022

The Public and Press are welcome to attend the meeting. Under the Openness of Local Government Bodies Regulations 2014 members of the public are permitted to photograph, film, broadcast and report on the meeting, subject to the efficient running of the business and the meeting not being disrupted.