

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 **TOWN HALL, MARKET SQUARE, HIGHAM FERRERS** on **TUESDAY** the **ELEVENTH** day of **FEBRUARY 2020** at **7.30pm** in the evening.

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

AGENDA

1. **APOLOGIES**
To receive and accept apologies for absence.
2. **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.
3. **MINUTES**
To approve and sign as a correct record the Minutes of the meeting of the Policy and Resources Committee held on 10th December 2019. .
4. **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.
5. **RISK ASSESSMENTS**
To review the Risk Assessments.
6. **REVIEW OF COUNCIL INTERNAL CONTROLS AND INTERNAL AUDIT**
To review Internal Controls and Internal Audit.
7. **REVIEW OF ASSET REGISTER**
To review and note the asset register.
8. **REVIEW OF INSURANCE**
To review the insurance cover and agree an insurance provider from 1st April 2019.
9. **APPOINTMENT OF INDEPENDENT INTERNAL AUDITOR FOR 2020/21**
To appoint NCALC Internal Audit Service as Independent Internal Auditor for 2020/21.
10. **REVIEW OF POLICIES**
To review the following policies: -
 - 10.1. Sickness Absence Policy.
 - 10.2. Retirement Policy.
 - 10.3. Standing Orders
 - 10.4. Equal Opportunities Policy
 - 10.5. Financial Regulations
 - 10.6. Safeguarding Policy

11. **BUSINESS/FORWARD PLAN**
To review progress with projects and works detailed in the Business/Forward Plan.
12. **HOPE METHODIST CHURCH**
To agree to send a 'Letter of Support for the project to redevelop the Methodist Church
13. **TREE ZONING**
To agree to zone trees for Health and Safety Inspections.
14. **COMMUNITY FACILITIES FUND**
To agree the project for which to submit a grant funding application to the Community Facilities Fund.
15. **ITEMS TO REPORT**
To report on any items not included on the agenda. No decisions can be taken under this item.
16. **DATE OF NEXT MEETING.**
14th April 2020

Signed
Sandra Mitcham
Town Clerk (BA (Hons), FILCM
5th February 2020