

Parish of HIGHAM FERRERS

NOTICE OF MEETING OF COMMITTEE

NOTICE IS HEREBY GIVEN THAT ó

A Meeting of the Policy and Resources Committee will be held at **TOWN HALL, MARKET SQUARE, HIGHAM FERRERS** on **TUESDAY** the **SEVENTH** day of **MAY 2016** 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 2016/17.
2. **APOLOGIES**
To receive and accept apologies for absence.
3. **ELECTION OF VICE-CHAIRMAN**
To elect a Vice-Chairman for 2016/17.
4. **DECLARATIONS OF INTEREST**
To receive Declarations of Interest. To receive Declarations of Interest ó 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 5th April 2016.
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. **POLICIES**
To review the following policies:-
 - 7.1. Financial Regulations.
 - 7.2. Dignity at Work.
 - 7.3. Disciplinary and Grievance Policy
 - 7.4. Health and Safety Policy
8. **BUSINESS/FORWARD PLAN**
To review progress with projects and works detailed in the Business/Forward Plan.
9. **ASSETS OF COMMUNITY VALUE**
To consider report from Town Clerk on registering Higham Library as an Asset of Community Value.
10. **OPEN SPACE – OFF ULLSWATER CLOSE**
To receive and updating report on request from a resident to acquire a piece of open space adjacent to their property.
11. **COMMITTEE REORGANISATION**
To consider the recommendations from the consultant on re-organisation of committees.

12. **ADVERT IN RUSHDEN REPORTER**
To consider whether to continue with the monthly advert in Rushden Reporter.
13. **REGULAR PAYMENTS**
To authorise the payment for 2016/17 of due payments which arise on a regular basis as the result of a continuing contract, statutory duty, or obligation.
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 2016

Signed
Sandra Mitcham
Town Clerk (BA (Hons), FILCM
1st June 2016