

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 **JUNE 2019** 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 2019/20.
2. **APOLOGIES**
To receive and accept apologies for absence.
3. **ELECTION OF VICE-CHAIRMAN**
To elect a Vice-Chairman for 2019/20.
4. **PRESENTATION ON COMMUNITY FIRST RESPONDERS**
To receive a presentation from Clare Roufe on the Community First Responder Scheme in Higham Ferrers.
5. **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.
6. **MINUTES**
To approve and sign as a correct record the Minutes of the meeting of the Policy and Resources Committee held on 16th April 2019.
7. **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.
8. **REVIEW OF POLICIES**
To review the following policies: -
 - 8.1. Health and Safety Policy
 - 8.2. Disciplinary and Grievance Procedure
 - 8.3. Dignity at Work – Bullying and Harassment Policy
 - 8.4. Leader Protocol
 - 8.5. Mayors’ Handbook.
 - 8.6. Financial Regulations
9. **BUSINESS/FORWARD PLAN**
To receive an update on progress with projects and works detailed in the Business/Forward Plan.
10. **BUDGETS**
To review the budget for 2019/20.
11. **REGULAR PAYMENTS**

To authorise the payment for 2019/20 of due payments which arise on a regular basis as the result of a continuing contract, statutory duty, or obligation.

12. **DIRECT DEBITS**

To authorise the continued payment by variable direct debit to the suppliers as detailed in the report circulated.

13. **INVESTMENTS**

To consider the report from the Town clerk/RFO on review on Investments held by the Town Council.

14. **TOWN MANAGERS REPORT**

14.1 To receive and note the Town Managers' Report.

14.2. To agree to establish a Town Team Working Party.

15. **SUMMER HOLIDAY ACTIVITIES**

To agree to support multi- activity sessions on Saffron Road Recreation Ground targeted at 8 to 13 year olds.

16. **ITEMS TO REPORT**

To report on any items not included on the agenda. No decisions can be taken under this item.

17. **DATE OF NEXT MEETING.**

13th August 2019

Signed
Sandra Mitcham
Town Clerk (BA (Hons), FILCM
5th June 2019