

# 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 **FIFTEENTH** day of **NOVEMBER 2016** 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. To receive Declarations of Interest ó 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 16<sup>th</sup> August 2016.
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. **POLICIES**  
To review the following policies:-
  - 5.1. Policy for Dealing with Unreasonable Complainant Behaviour.
  - 5.2. Tree Management Policy
  - 5.3. Annual Investment Strategy
  - 5.4. Leader and Mayor Protocols
  - 5.5. Flag Flying Policy
  - 5.6. Complaints Procedure.
6. **BUSINESS/FORWARD PLAN**  
To review progress with projects and works detailed in the Business/Forward Plan.
7. **COMMUNITY PLAN**  
To receive a report updating on progress with actions from the Community Plan
8. **PURCHASE OF A VEHICLE**  
To consider the report from the Town Clerk on the options re purchase of a vehicle.
9. **FARMERS' MARKET ADVERTISING**  
To agree details and cost of FarmersøMarket advertising for 2017.
10. **BUDGET REVIEW**  
To review the budgets for 2016/17.
11. **BUDGETS 2017/18.**  
To have preliminary discussions on the budgets for 2017/18.

12. **CLOSURE OF MEETING TO PUBLIC AND PRESS**  
To resolve that in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 and by reason of the confidential nature of the following items of business, the Press and the Public be excluded from the meeting.
14. **PURCHASE OF OPEN SPACE**  
To consider a report from the Town Clerk.
15. **RELOCATION OF TOWN HALL OFFICES**  
To discuss possible options for relocation of Town Hall Offices.
16. **RE-OPEN MEETING TO PUBLIC AND PRESS**  
To resolve that the confidential business having been concluded, the Press and Public be re-admitted to the meeting.
17. **ITEMS TO REPORT**  
To report on any items not included on the agenda. No decisions can be taken under this item.
18. **DATE OF NEXT MEETING.**  
6<sup>th</sup> December 2016

Signed  
Sandra Mitcham  
Town Clerk (BA (Hons), FILCM  
9<sup>th</sup> November 2016