

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 **TWELTH** day of **JUNE 2018** 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 2018/19.
- 2. APOLOGIES**
To receive and accept apologies for absence.
- 3. ELECTION OF VICE-CHAIRMAN**
To elect a Vice-Chairman for 2018/19.
- 4. DECLARATIONS OF INTEREST**
To receive 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 10th April 2018. .
- 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. Training Statement of Intent
 - 7.2. Health and Safety Policy
 - 7.3. Disciplinary and Grievance Procedure
 - 7.4. Dignity at Work – Bullying and Harassment Policy
 - 7.5. Standing Orders
- 8. BUSINESS/FORWARD PLAN**
 - 8.1. To receive an update on progress with projects and works detailed in the Business/Forward Plan.
- 9. BUDGETS**
To review the budget for 2018/198.
- 10. REGULAR PAYMENTS**
To authorise the payment for 2018/19 of due payments which arise on a regular basis as the result of a continuing contract, statutory duty, or obligation.

11. **INVESTMENTS**
To consider the report from the Town clerk/RFO on review on Investments held by the Town Council.
12. **CEMETERY**
To consider the report from the Town Clerk on the search for extra cemetery space.
13. **TREE WORKS**
To agree that the order be given for tree works even though only 2 quotes have been received.
14. **TOWN MANAGERS REPORT**
To receive and note the Town Managers' Report. . Pages 61 - 62
15. **GREENWAY PROJECT**
To consider the report from the Town Clerk on the legal agreement for the Greenway Extension.
- 16.. **OPERATIONAL PLAY INSPECTIONS**
To consider a report from the Town Clerk on operational Play Area Inspections.
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.**
14th August 2018

Signed
Sandra Mitcham
Town Clerk (BA (Hons), FILCM
5th June 2018