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Members of the public and press are entitled to be at the following meeting via the Public Bodies (Admission to Meeting) Act 1960 Section 1 extended by the Local Government Act 1972 Section 100, unless precluded by the Town Council by resolution during the whole or part of the proceedings. Such entitlement does not however include the right to speak on any matter except at the beginning of the meeting providing that prior notice has been given to the Town Clerk.

As issues raised during the public session may not relate to items on the agenda no resolution for action can be taken. A record of public participation shall not be included in the Minutes, but as an appendix note to the minutes of the meeting. If a member of public wishes to share a document with council, these documents must be submitted to Town Clerk by noon on the day of the meeting.

This meeting is held on Zoom and the link is here:

<https://us02web.zoom.us/j/89623934972?pwd=UWlhG5jZ0FKNmNoWVFKamlITkNZdz09>

Meeting ID: 896 2393 4972

Passcode: 951284

**Wednesday 23<sup>rd</sup> December 2020**

To: Cllrs C Inchley, S Hale (Chair) , M Harrison, B Height, G Kennedy, M Lovell, T O'Connor and N Shearn

You are summoned to the **Meeting of Policy and Resources Committee of Shepton Mallet Town Council** to be held at **7.00 pm on Tuesday 5<sup>th</sup> January 2021** on Zoom when the following business will be transacted.

Yours sincerely

Charlotte Starkie

Charlotte Starkie, PSLCC  
Town Clerk

**AGENDA FOR THE POLICY AND RESOURCES COMMITTEE MEETING  
TUESDAY 5<sup>TH</sup> JANUARY 2021**

**PUBLIC QUESTION TIME, NOT TO EXCEED 30 MINUTES**

**P&R 7.1 To receive any apologies for absence**

**P&R 7.2 Declaration of interest of matters related to this agenda**

**P&R 7.3 Chairman's Announcements**

**P&R 7.4 To receive the minutes from the last meeting**

To approve as a correct record, the minutes from the meeting held on 17<sup>th</sup> November 2020

**P&R7.5 The adoption of Financial Risk Assessment and the Corporate Governance Statement for financial year 2020/21**

To receive a written report from the RFO as part of the internal governance review, to adopt the FRA and the CGS

**P&R 7.6 To consider and agree a Budget and Precept for 2021/22**

To receive a written report from the RFO and Town Clerk containing a revised budget and precept proposal and to agree a recommendation to full council of what the budget and precept should be for 2021/22

**P&R 7.7 To consider grant applications**

To receive a written report from the RFO containing grant applications and to agree if a recommendation is made to full council to support the applications

**P&R7.8 To consider community donation applications**

To receive a written report from the RFO containing donation applications and to agree to support

**P&R7.9 To note the internal auditors report**

To receive a written report from the RFO following a recent internal audit, with an action list

**P&R7.10 To note the Risk Strategy and Register**

To receive a written report from the Town Council on risks and how they are managed

**P&R7.11 To note the position in relation to the General Power of Competence**

To receive a written report from the Town Clerk noting the impact of resignations by councillors on the General Power of Competence status

**P&R 7.12 Date of next council meeting**

The next meeting of the committee will be held on Tuesday 6<sup>th</sup> April 2021.