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Members of the public and press are entitled to be at the following meeting in accordance with 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.

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

<https://zoom.us/j/97407957959?pwd=cmliT3ZFOHp3ZGxVVm9VakUwU0VyUT09>

**Meeting ID:** 974 0795 7959

**Passcode:** 040002

**Monday 29<sup>th</sup> March 2021**

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

You are summoned to a **Meeting of Policy & Resources Committee** to be held at **7.00 pm** on **Tuesday 6th April 2021** on Zoom when the following business will be transacted.

Yours sincerely

Charlotte Starkie

Charlotte Starkie, PSLCC

Town Clerk

# AGENDA FOR THE POLICY & RESOURCES COMMITTEE MEETING

TUESDAY 6TH APRIL 2021

Please note that this meeting will be recorded and the link to the recording made available on the council website. By entering the meeting, you are accepting that you agree to be recorded. You may choose to turn off your camera so that you cannot be seen. However, Councillors must be able to hear, and to be heard.

**Public question time, not to exceed 30 minutes**

## P&R8.1 To receive any apologies for absence

To receive any apologies for absence

## P&R8.2 Declaration of interest of matters related to this agenda

## P&R8.3 Chairman's Announcements

## P&R8.4 To approved the minutes from the last meeting

To approve as a correct record, the minutes from the meeting held on 5th January 2021

## P&R8.5 General reserves and earmarked funds policy

To receive and consider a written report from the Responsible Financial Officer (RFO) on the adoption of General Reserve and Earmarked Funds Policy

## P&R8.6 Investment policy and CCLA deposit account

To receive and consider a written report from the Responsible Financial Officer (RFO) on the adoption of an Investment Policy

## P&R8.7 Community donations policy amendment

To receive and consider a written report from the Responsible Financial Officer (RFO) on an amendment within the Community Donations Scheme for the consideration of Applications

#### **P&R8.8 Community grants and donations feedback**

To receive and note a written report from the Responsible Financial Officer (RFO) of feedback from organisations who received a Community Grant or Donation during the 2020/21 financial year.

#### **P&R8.9 Bank mandate review**

To receive a written report from the Responsible Financial Officer (RFO) on the updated bank mandate for the Unity Trust Bank and to consider additional signatories

#### **P&R8.10 The financial position as at month 12.**

To receive and note a written report from the Responsible Financial Officer (RFO) on the Financial position as at Month 12

#### **P&R8.11 Regular payments**

To receive a written report from the Responsible Financial Officer (RFO) on the regular payments made to suppliers

#### **P&R8.12 Date of next council meeting**

The next meeting of the committee will be held on Tuesday 8th June 2021.