



# GILLINGHAM TOWN COUNCIL POLICY & RESOURCES COMMITTEE

The Town Hall, School Road, Gillingham, Dorset SP8 4QR  
Tel: 01747 823588 Email: GTC@gillinghamdorset-tc.gov.uk

Dear Sir/Madam

All members of the **Policy and Resources Committee** are summoned to a meeting which will be held on **Monday, 18<sup>th</sup> June 2018**, in the Jubilee Room, Town Hall, School Road, Gillingham commencing at **7.30pm**.

13<sup>th</sup> June 2018

Sylvia Dobie  
Town Clerk

Prior to the meeting a period of time up to a maximum of fifteen minutes will be allowed for public comments and questions restricted to items listed on the following agenda.

All in attendance should be aware that filming, recording, photographing or otherwise being reported about may occur during the meeting. A designated area is set aside for members of the public not actively participating in the meeting where there will be no filming or photographs taken.

## AGENDA

1. Apologies.
2. To approve the minutes of the last meeting held on Monday, 21<sup>st</sup> May 2018.
3. Questions.
4. Declarations of Interest - Members are required to comply with the requirements of the Localism Act 2011, Section 27 regarding disclosable pecuniary interests.
5. To receive and consider Terms of Reference for the Policy and Resources Committee for approval (attached).
6. To receive and consider Terms of Reference for the working parties reporting to the Policy and Resources Committee for approval (attached).
7. To review the working parties reporting to the Policy and Resources Committee and to agree there membership and lead member (attached).

**Policy and Resources Committee – Agenda – Monday 18<sup>th</sup> May 2018 (continued):**

8. Finance:
  - a) To approve cheques for payment for June 2018.
  - b) To review the effectiveness of the systems of internal audit and its impact and to make recommendations thereon.
  - c) To receive a report on a review of the Assets Register and Insurance cover and to make recommendations thereon. (Mrs Ratcliffe to lead)
9. To receive working party reports for consideration and approval, if available:
  - a) Cycle Link (no meeting held this month; no report).
10. To consider and agree the recommendations from the General Purposes Committee held on Monday, 4<sup>th</sup> June 2018, as follows:
  - a) “That the Ham Farm BMX track is made safe and the humps lowered and the work financed from Budget No: 8.14 - maintenance play area”.
  - b) “That 2 no. Sherwood style bins are purchased for Barnaby Meadow at a cost of £300 each to be financed from Budget No: 8.24 - Land management held within the General Reserve”.
11. To receive and sign the Rent Review Memorandum for units 11 and 12 Old Market Centre (as agreed within the original lease).
12. Matters pertinent to this meeting - Members are advised that inclusion of an item is at the Chairman’s discretion and that *‘A Council cannot lawfully decide any matter which is not specified in the summons (agenda)’*. The Chairman to be advised prior to the start of the meeting.

Closure.

**Tabled:**

Agenda item 8a, Cheques for payment – June 2018

**Attached:**

Agenda item 5, Terms of Reference – Policy and Resources Committee

Agenda item 6, Terms of Reference – Working Parties

Agenda Item 7, Working Party Membership

Agenda Item 8b, Internal Audit information (3)

**Email:** None

**To follow:** None