



# 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, 16<sup>th</sup> July 2018**, in the Jubilee Room, Town Hall, School Road, Gillingham commencing at **7.30pm**.

11<sup>th</sup> July 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, 18<sup>th</sup> June 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. Finance:
  - a) To approve cheques for payment for July 2018 (issued at table).
  - b) To receive the 1<sup>st</sup> Quarter Accounts for the FY 2018-19.
  - c) To receive the 1<sup>st</sup> Quarter Internal Auditors Report for the FY 2018-19.
6. To receive working party reports for consideration and approval, if available:
  - a) Cycle Link (no meeting held this month; no report).

**Policy and Resources Committee – Agenda – Monday 16<sup>th</sup> July 2018 (continued):**

7. To consider and agree the recommendations from the General Purposes Committee held on Monday, 8<sup>th</sup> May, as follows:

that **“a recommendation is made to the Policy and Resources Committee that Contractor A is instructed to carry out the refurbishment of the driveway and turning area at the Garden of Remembrance for a cost of £11,970 to be taken from allocated funds within precept FY 2018/19.**

8. To consider and agree the recommendation from the Staff and Salaries Committee held on Monday, 18<sup>th</sup> June 2018, as follows:

that **“the policy for long service awards for staff members of Gillingham Town Council should be approved”.**

9. To receive and consider a grant application from the Evolution trampolining academy based at RiversMeet leisure centre.
10. To consider and agree releasing money for a Freedom of the Town and a Staff Award Ceremony.
11. To receive and consider quotations for the purchase of a new Honours Board for the Civic Hall.
12. To consider and agree a report on the review of the Local Councils Risk Assessment for 2018/19.
13. To receive and agree a report on the review of the Assets Register and the insurance renewal premium.
14. 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 5a, Cheques for payment – July 2018

Agenda item no. 11: Honours Board

**Attached:**

Agenda item no. 5(b): 1<sup>st</sup> Quarter Financial Statement

Agenda item no. 12: Local Councils Risk Assessment 2018/19

Agenda item no. 13: Asset Register and Insurance Renewal

**To follow:**

Agenda item no. 9: grant application, if available.