



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 20th June 2016** in the Jubilee Room, Town Hall, School Road, Gillingham commencing at **7.30pm**.

Sylvia Dobie
Town Clerk

15th June 2016

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 16th May 2016.
3. Questions.
4. Declarations of Interest - Members are required to comply with the requirements of Section 27 the Localism Act 2011 regarding disclosable pecuniary interests.
5. To receive Terms of Reference for the Policy & Resources Committee for consideration and approval. (Attached).
6. To receive Terms of Reference for the Working Parties reporting to the Policy & Resources Committee for consideration and approval. (Attached).
7. To review the Working Parties reporting to the Policy & Resources Committee and to agree their membership and lead member (See attached list of Working Parties and current membership)
8. To receive working party report, if available, and to make recommendations thereon:
 - a) Health and Safety
 - b) Sports & Cycle Link
 - c) Gillingham Town Enhancement Plan
 - d) Hardings Park Project Team

Policy and Resources Committee – Agenda – Monday 20th June 2016 (continued):

9. Finance:
 - a) To approve cheques for payment for June 2016 (issued at table)
 - b) To review the effectiveness of the systems of internal audit, and its impact, and to make recommendations thereon.
 - c) North Dorset Rugby Football Club – Acknowledgement of their 2015-16 grant – Attached for information.
 - d) To formally agree signatures' of the National Savings Investment Account – the criteria required is two clerks and two councillors. (The Town Clerk and Cllr Mrs Su Hunt are already in place, ex Cllr Mrs Janet Robson and Clerk Mr Philip Knott need to be replaced).
10. To receive a report on a review of the Assets Register and insurance cover and to make recommendations thereon.
11. 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: Cheques for payment – June 2016

Attached:

Terms of Reference for the Policy & Resources Committee

Terms of Reference for the Working Parties

Working Parties current membership/lead member

Hardings Park, Update

Review of Assets Register

Movement of Assets FY 2015-16