



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, 21st November 2016**, in the Jubilee Room, Town Hall, School Road, Gillingham commencing at **7.30pm**.

17th November 2016

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, 17th October 2016.
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 working party reports for consideration and approval, if available:
 - a) Sports and Cycle Link
 - b) Gillingham Town Enhancement Plan
 - c) Hardings Park Project Team
 - d) Health and Safety – no matters arising this month
6. Finance:
 - a) To approve cheques for payment for November 2016.
 - b) To approve grant payments for the FY 2017/18 for submission in the precept.
 - c) To consider an application for a one-off grant from the Gillingham DOE Open Award Centre.

Policy and Resources Committee – Agenda – Monday, 21st November 2016 (continued):

7. To receive recommendations, for consideration and approval, from the General Purposes Committee held on Monday, 7th November 2016 to provide funding for the following:
 - a) “that a further 16 no. oak trees to be purchased, including all necessary stakes and guards, to complete the avenue of trees at Upper Lodden Meadow and monies to be released from income budget 1.24 – donations for trees/seats - £725, expenditure budget no 5.11 – Gillingham School, 500 celebrations - £457.17, expenditure budget no. 3.19 – tree surgery/tree planting - £611.09”.
 - b) “that the signage for the public open spaces is amended to reflect the new management from 1st April 2017 at a total cost of £2,053.42 and to be added to the Precept for FY 2017/18”.
 - c) “that a recommendation is made to the Policy and Resources Committee to release funds for advertising costs £200 and for the hire of a Mascot costume £170 from expenditure budget no. 6.06 – Festive Lighting Parade 2016 – total £370”.
 - d) “that a recommendation is made to the Policy and Resources Committee that the quotation to reduce the height of the leylandi hedge at the Cemetery for £1,275 is accepted and funded from budget no. 3.19”
 - e) “that a man and hoist to assist with the erection of the large Christmas Tree in the Town Meadow at a total cost of £240 should be agreed and financed from budget no: 6.06 – Festive Lighting”
 - f) “that a recommendation is made to the Policy and Resources Committee that the small planted area off Gyllas Way is cleared of all overgrown shrubbery and debris by contracting GTC grounds staff to do the work on a Saturday for a fee of £660 and funded from expenditure budget no. 3.19 – Tree Surgery/Tree Planting”.
 - g) “CCTV - Camera no. 11 is replaced with the replacement camera held in stock and fitted during routine maintenance at no additional cost”.
 - h) CCTV - “Camera no. 4 is replaced with new 350 Vision 18:1 heritage-style black mounted camera to be fitted during routine maintenance at a cost of £1,350 and funded from expenditure budget no. 3.03 – CCTV”,
 - i) CCTV - Camera no. 12 is replaced with a new superior quality camera and that the nearly new camera is used for camera no. 16 and the spares salvaged from the failed camera at no. 16 are used to repair camera no. 8 and works to be completed during routine maintenance at a cost of £2,981 and funded from expenditure budget no. 3.03 – CCTV”,
 - j) “a spare camera is purchased and held in stock to be fitted during a routine maintenance visit, should the need arise, at a cost of £1,350 and funded from expenditure budget no. 3.03 – CCTV”,
 - k) “a total of £3,000 is included within the Precept FY 2017/18 in respect of CCTV bi annual maintenance contract”,
 - l) “a total of £480 is allocated within the Precept FY 2017/18 in respect of annual CCTV wayleave payments.
 - m) “a total of £5,000 is allocated within the Precept FY 2017/18 for CCTV additional repairs or replacement of old cameras that may fail during the year”.
8. To receive a report from the working party, temporarily convened to review the licence for the letting of Hardings Park and the public open spaces owned by the Town Council, and to consider the new Letting Agreements.

Policy and Resources Committee – Agenda – Monday, 21st November 2016 (continued):

9. 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 – November 2016

Report – Sport & Cycle Links

Attached:

Report: Hardings Park

Report – s137 grant application

Report – Revised Letting Agreements