



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, 19th November 2018**, in the Jubilee Room, Town Hall, School Road, Gillingham commencing at **7.30pm**.

J. Hawkins

14th November 2018

Julie Hawkins, 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, 15th October 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 working party reports for consideration and approval, if available:
 - a) Cycle Link
6. Finance:
 - a) To approve cheques for payment for November 2018.
 - b) To receive the 2nd Quarter Accounts for the FY 2018-19.
 - c) To receive the Internal Auditor's Report dated 23rd October 2018.
 - d) To receive a new request from Evolution Trampoline Academy for a grant (Policy and Resources Committee held on 16 July 2018, minute no. 378 – grant application has been withdrawn).

Policy and Resources Committee – Agenda – Monday, 19th November 2018

7. To consider and agree the following recommendations from the General Purposes Committee held on Monday, 3rd September 2018:

Estate Management

- a) “That the hedges are flailed at various location specified by the Works Manager as per agreed management plans at a cost of 2 no. days at £350 per day, total £700, to be financed from budget no. 7.01 – Management Plan Work”;
- b) “That two members of the grounds team attend a specialist seminar in playground safety standards at a cost of £150 per delegate, total £300, to be financed from budget no. 4.07 – Staff Training”;

Festive Lighting

- c) “That funds are released from budget no. 6.06 -Festive Lighting Event 2018 to pay for: sweets at an approximate cost of £200, to pay for the motif lighting and fixings at a cost not exceeding £450 and to pay for an advert in the BVM Tinsel Town edition at a cost of £69.50”;

Working Together - Highways

- d) “That a figure of £9,000 for non-essential highways works is included in the draft precept for FY 2019/20”;

Pest Control

- e) “That Pest Control is undertaken at St Mary’s closed churchyard at a cost of £480 and financed from budget no. 3.18 – Environment”;

Asset Management Software

- f) “That a play inspection software including initial training is purchased at a cost of £2,170 ex VAT and financed from budget no. 8.24 – Land Management”;

Vehicle/Machinery & Hand Tools Servicing

- g) “That servicing costs of £3,106.23 are agreed and financed from budget no. 2.16 – Machinery, Plant and Vehicle Servicing”.

Outreach Youth Work

- h) “That budget no. 8.25 – Hardings Park is made available for Youth Outreach Work and that a budget for £5,360 for Outreach Youth Work is included within the draft precept FY 2019/20”;

War Memorials

- i) “That annual maintenance cost for war memorials of £2,750 is included in the draft precept for FY 2019/20”;
- j) “That a repair fund for war memorials of £2,000 is included in the draft precept FY 2019/20”;
- k) “That a drone survey is undertaken for the war memorial in the High Street at a cost not to exceed £500 ex VAT and funded from budget no. 6.01 -War Memorial Maintenance”;
- l) “That a stone mason is given permission to source a piece of Ham Hill stone in advance of the repair that will be necessary within the next 12 to 24 months to be funded from budget no. 6.01 – War Memorial Maintenance”.

8. To receive and consider a report from the Town Hall working party including financial provision for FY 2018/19 and FY 2019/20.
9. To receive and consider a report on the cleaning contract for the Town Hall.
10. To receive and consider a report from the Health and Safety working party regarding the Workshop.
11. To receive and consider a quotation for repairs to the multi-use games surface at POS Gyllas Green.
12. To receive and consider requests from the Staff and Salaries Committee.
13. To receive and consider the draft precept for FY 2019/20.
14. To convene a working party to review the GTC grant applications procedures for FY 2019/20.

Policy and Resources Committee – Agenda – Monday, 19th November 2018

Attached:

Agenda item no. 5(a): Report on the Cycleway working party

Agenda item no. 6(a): List of cheques for payment.

Agenda item no. 6(b): 2nd Quarter Accounts for FY 2018-19

Agenda item no. 8: Report on Town Hall matters.

Agenda item no. 9: Report on the cleaning contract for the Town Hall and Chantry Fields

Agenda item no. 10: Report from the Health and Safety working party re: Workshop

To follow:

Agenda item no. 6(c): Internal Auditor's Report.

Tabled:

Draft Precept