



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, 18th March 2019**, in the Jubilee Room, Town Hall, School Road, Gillingham commencing at **7.30pm**.

12th March 2019

Julie Hawkins
Town Clerk

Prior to the meeting a period 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, 18th February 2019.
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) Cycleway
6. Finance:
 - a) To approve cheques for payment for March 2019.
 - b) To receive any virement requests, if applicable.
7. To consider and agree an internal auditor for FY 2019/20, 2020/21, 2021/22.
8. To consider and agree the Health and Safety Policy Statement, Policy Manual and Policy Handbook which has been prepared by Ellis Whittam.

Policy and Resources Committee – Agenda – Monday 18th March 2019 (continued):

9. To receive and consider a report on future provision of a weekend town orderly.
10. To consider and agree a draft advertisement for grant applications for FY 2019/20, as per the Town Council's Grants Policy.
11. To receive and consider recommendations from the General Purposes Committee held on Monday, 4th March 2019, as follows:

That “a local contractor is instructed to carry out investigation trenches to ascertain the depth and location of the land drain at a cost not to exceed £250 ex VAT and financed from budget no. 3.18 – Environment and that quotation(s) is obtained following the investigation of the above to repair and/or relocate the land drain”.

12. To receive a grant application from Gillingham School Council for a Healing Garden at Gillingham School, if available.
13. To receive email correspondence for information regarding the ICT support contract with DCC and the creation of the new Dorset Council on 1st April 2019.
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.

Attached:

None

To follow via Email:

Agenda item no. 6: List of Payments
Agenda item no. 7: Internal Audit
Agenda item no. 8: Health and Safety Documentation
Agenda item no. 9: Weekend Town Orderly
Agenda item no. 10: Advert for Grant Applications
Agenda item no. 12: Grant application, if available.
Agenda item no. 13: Email – ICT Support

Tabled:

None