

**PLEASE NOTE THE MEETING VENUE.**

**24<sup>th</sup> July 2019**

## **POLICY & RESOURCES COMMITTEE**

You are hereby summoned to attend the next meeting of the **Policy & Resources Committee** to be held on **Tuesday 30<sup>th</sup> July 2019 at 6:00pm**, at **BROOKSIDE CENTRAL, BROOKSIDE** when the following business will be conducted:

### **Public Open Session (Max 15 Mins)**

- PR/19/01 ELECTION OF A CHAIR** – To elect a Chair of the Committee for 2019/20.
- PR/19/02 APPOINTMENT OF A VICE-CHAIR** - To appoint a Vice-Chair of the Committee for 2019/20.
- PR/19/03 APOLOGIES** -To receive apologies and declarations of interest in non- pecuniary matters.
- PR/19/04 MINUTES** - Minutes of the meeting held on Tuesday 26<sup>th</sup> February 2019 – **Appendix A.**
- PR/19/05 MATTER ARISING** –To consider any matters arising from the minutes since the last meeting
- PR/19/06 CLERK’S REPORT** – To consider the report of the Parish Clerk – **Appendix B.**
- PR/19/07 FINANCIAL REPORTS**  
To receive the following reports for Month 3
- Receipts and Payments – **Appendix C.**
  - Monthly Cash Control – **Appendix D.**
  - Payroll **Appendix E - (to be tabled)**
- PR/19/08 ANNUAL INTERNAL AUDIT PLAN**  
To receive the Annual Internal Audit Plan for 2019/20 – **Appendix F**
- PR/19/09 NEIGHBOURHOOD PLAN**– To consider work on a Neighbourhood Plan – **Appendix G.**
- PR/19/10 WATER REFILL STATION** – To consider a report from the Deputy Clerk regarding the provision of a water refill station at the Sambrook Centre. – **Appendix H.**
- PR/19/11 BROOKSIDE CENTRAL**  
To consider a request from Brookside Central for permission to relocate the public use PCs. – **Appendix I.**

**PR/19/12 URGENT Pre – Recess MATTERS**

To determine any of the following matters

- Planning Applications – To consider any relevant planning applications received since the last Community & Environment Committee.
- Grant Application – To consider a grant application, under Section 137 LGA'72, for the Blackout Dance Group
- Any further matters
- To consider giving delegated authority to the Parish Clerk to determine any urgent matters during the summer recess 2019

**PR/19/13 MINUTES OF COMMITTEES**

To receive, for information, the minutes of the Community & Environment Committee held on 2<sup>nd</sup> July 2019 – **Appendix J.**

**PR/19/14 CORRESPONDENCE** – To receive any correspondence requiring action.

**PR/19/15 COUNCILLORS REPORTS** - To receive reports on matters relating to the Committee.

A handwritten signature in cursive script that reads "Gillian Bailey".

Gillian Bailey - Parish Clerk