



Town Hall | 61 Newland Street | Witham | CM8 2FE  
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witham.gov.uk

## AGENDA

Meeting of: **Policy and Resources Committee**

Date: **Monday, 14<sup>th</sup> October 2019** Time: **7.30 p.m.**

Place: **Town Hall, 61 Newland Street, Witham.**

**Members are hereby summoned to attend the above Meeting to transact the following business. Members are respectfully reminded that each item on the Agenda should be carefully examined. If you have any interest, it must be duly declared.**

To be present:	Councillors	M.C. M	Lager	(Chairman)
		R.	Williams	(Vice Chairman)
	Mrs	S.	Ager	
		K.L.	Atwill	
		P.R.	Barlow	
		J.C.	Goodman	
		S.E.	Hicks	
	Mrs	A.	Kilmartin	
	Mrs	S.C.	Lager	
		R.P.	Ramage	
		P.M.	Ryland	
	Miss	M.L.	Weeks	

### 1. **APOLOGIES**

To receive apologies for absence.

### 2. **MINUTES**

To receive the Minutes of the Meeting of the Policy and Resources Committee held 19<sup>th</sup> August 2019 (previously circulated).

**3. INTERESTS**

To receive any declarations of interests that Members may wish to give notice of on matters pertaining to any item on this Agenda.

**4. QUESTIONS AND STATEMENTS FROM THE PUBLIC**

An opportunity to enable members of the press and public present to comment upon any item on the Agenda.

**5. TOWN CLERK'S REPORT**

To receive the Town Clerk's Report on matters arising (attached at page ).

**6. COMMITTEES**

To receive a report and to consider the restructuring of Committees (attached at page ).

**7. TWINNING IMPLICATIONS**

To consider Twinning Implications with Waldbröl and continuing links.

**8. HIRE OF OPEN SPACES POLICY**

To receive and approve a policy in regard to the Hire of Open Spaces (attached at page ).

**9. BUDGET AND BUSINESS PLAN OVERVIEW**

To receive a briefing paper in regard to the Budget and Business Plan Overview (attached at page ).

**10. PUBLICATION SCHEME**

To receive an amended policy (attached at page ).

**11. PRIVACY NOTE**

To receive an amended policy (attached at page ).

**12. REVENUE AND LOCALISM TASK AND FINISH GROUP**

To receive the Minutes from the Revenue and Localism Task and Finish Group Meeting held 11<sup>th</sup> September 2019 (attached at page ).

**13. PERIOD GARDEN**

To receive a report on the Period Garden Project (attached at page ).

**14. COMMONWEALTH WAR GRAVES**

To receive a report (attached at page ).

**15. MEMBER'S ATTENDANCE AT MEETINGS**

To receive details of Members' Attendance at Meetings (attached at page ).

**16. FINANCIAL SCRUTINY PANEL**

To receive a report from the Financial Scrutiny Panel which met 4<sup>th</sup> October 2019 (attached at page ).

**17. EXTERNAL AUDITOR REPORT AND CERTIFICATE**

To receive and note the external auditor report and certificate (attached at page ).

**18. FINANCIAL STATEMENTS**

**(a) BANK RECONCILIATION**

To receive the Bank Reconciliations to 31<sup>st</sup> August 2019 (attached at page ).

**(b) BUDGET STATEMENTS AND EARMARKED RESERVES**

To receive the Budget Statements to 31<sup>st</sup> August 2019 (attached at page ).

**(c) SCHEDULE OF RECEIPTS AND PAYMENTS**

To receive the Schedule of Receipts and Payments to 31<sup>st</sup> August 2019 (attached at page ).

**EXCLUSION OF THE PRESS AND PUBLIC**

**TO RESOLVE** That under the Public Bodies (Admissions to Meetings) Act 1960, the press and public be excluded from the Meeting for the following items of business due to the confidential nature, legal proceedings and commercial sensitivity.

**19. CONRAD ROAD**

To receive a report (attached at page ).

**20. RIVER WALK**


To receive a verbal report from the Town Clerk.

**21. ALLOTMENTS**

To receive a report (attached at page ).

**22. PUBLIC DOMAIN**

To consider whether any item discussed in Private Session should be moved into the Public Domain.



James Sheehy  
Town Clerk

JS/GK/7.10.2019