

Wellington Town Council

Town Mayor
Cllr Anthony Lowe



Town Clerk
KAREN ROPER
B.A (HONS) DMS
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POLICY & RESOURCES COMMITTEE

You are hereby summoned to attend a meeting of the above named Committee to be held at the Wellington Civic Offices on **Tuesday, 3rd September 2019** commencing at **7.00pm**.

Signed *Karen Roper* Town Clerk.

Dated this 27th August 2019.

AGENDA

1. **Welcome by Chairman**
2. **Apologies for Absence**
3. **Declarations of Interest**
4. **To approve the minutes of the meeting held on Tuesday 6th August 2019** (attached)
5. **Matters Arising**
 - a. **Bowring Park Lease** – Oral update from the Chairman
 - b. **Metal Storage Unit** – Oral report from the Clerk
 - c. **Defibrillator Units** – Oral report from the Clerk
 - d. **Signage** – Oral update from the Clerk
 - e. **Finalisation of New Council Offices Lease Documentation** – Oral update from the Chairman
 - f. **Website**- Oral update from the Clerk
6. **Finance** (documents to follow)
 - a. **To agree receipts** for July 2019
 - b. **To agree payments** for July 2019
 - c. **To Agree Petty Cash** for July 2019
 - d. **Receipts/Payments** – compared with budget as at 31st July 2019
 - e. **External Auditor Challenge Report** – Oral update from the Clerk.
 - f. **Internal Auditor** – To accept the Internal Auditor's report for the year ending 31st March 2019, final signed version to be available to view at the meeting.
 - g. **End of Year Accounts** - To receive details of the accounts for the year ending 31st March 2019 and the Annual Return 2018/19, to recommend acceptance and to authorise signature of these at Full Council on 10th September 2019. An electronic version will have been circulated to members prior to the meeting.
 - h. **Grant Funding** – Date for consideration of applications proposed as prior to P&R meeting on 1st October 2019. Presentations proposed prior to Full Council on 12th November 2019.
 - i. **External Charities** – Meeting date set for 6th September 2019.
7. **Councillors Allowances** – Members to receive an oral report from the Chairman, to include clarification of Mayor and Deputy Mayor's allowances.
8. **Personnel Committee Report** – To receive an oral report from the Chairman relating to the meeting held at 6.00pm.
9. **Regeneration Board Report** – To receive an oral report from the Chairman.
10. **ICT Working Party** – Members to agree reinstatement and appointments to this committee.
11. **To receive a report from the Wellington Environmental Service Team**- Written report to be tabled.
12. **To agree date of next meeting date as Tuesday 1st October 2019** – Reminder to members that photos will be taken prior to the next Full Council Meeting on 10th September 2019.

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