

POLICY & RESOURCES COMMITTEE

Dear Councillor

You are summoned to attend a remote meeting of the above named committee from your own premises on **Monday 25th January 2021 at 7.00 p.m.** The business that is to be transacted at this meeting is set out below.

If you are unable to attend please email or telephone the Town Hall as soon as possible.

Please note that due to Covid-19 this meeting will take place as a Zoom meeting.

Members of the public who would like to observe the meeting may do so by the following link: <https://www.youtube.com/channel/UCfCD46nIsO-y9-OHqlcbNQ/videos>

Thank you.

AGENDA

- PR20/49 **APOLOGIES:** To receive any apologies for absence.
- PR20/50 **INTERESTS TO BE DECLARED:** In accordance with the Code of Conduct, members are invited to declare any personal or disclosable pecuniary interests, including the nature and extent of such interests they may have in items to be considered at this meeting. Members are also reminded that any change to their Declaration of Interests must be notified to the Town Clerk within 28 days of the change.
- PR20/51 **ACCOUNTS FOR PAYMENT:** To endorse the accounts paid by cheque and BACS plus the summary of direct debit payments for the period 1st December 2020 to 31st December 2020 (copy attached).

Policy and Resources Committee Members:

Councillors, Mrs A Laity (Chairman), Mrs S Hladkij, Mrs K Pringle, P Dredge; A Khong, T Parsons; and R Wilson.

- PR20/52 **INCOME AND EXPENDITURE ACCOUNTS:** To consider a report on the accounts for the period to 31st December 2020 (copy attached).
- PR20/53 **DEBTORS UPDATE:** To note the aged debtors report (copy attached).
- PR20/54 **CHARGE CARDS:** To agree to update the allocation of charge cards to officers (copy attached).
- PR20/55 **HEALTH AND SAFETY:** To note the regular update from the Assistant Town Clerk (report attached).
- PR20/56 **UPDATE AND INFORMATION:** To receive a report concerning conferences, progress on previous decisions and other topical issues (copy attached).

Signed:.....
Town Clerk

Dated: 19th January 2021

Policy and Resources Committee Members:

Councillors, Mrs A Laity (Chairman), Mrs S Hladkij; Mrs K Pringle, P Dredge; A Khong, T Parsons; and R Wilson.