



4 September 2015

To: Town Mayor and all Members of the Policy and Finance Committee
(Councillors R Berry, D Bowater – Vice Chair, A Brandham, S Cotter, A Dodwell - Chair,
K Ferguson, G Perham, E Wallace and J M Freeman)

(Copies to all Councillors for information)

NOTICE OF MEETING

You are hereby summoned to attend a meeting of the **Policy and Finance Committee** to be held on **Monday 14 September 2015** commencing at **1930 hours** in the Council Chamber, The White House, Hockliffe Street.

M Saccoccio
Town Clerk

AGENDA

1. APOLOGIES FOR ABSENCE

Schedule 12 of the Local Government Act 1972 requires a record be kept of the Members present and that this record form part of the minutes of the meeting. Members who cannot attend a meeting should tender apologies to the Town Clerk.

2. DECLARATIONS OF INTEREST

- (i) Under the Localism Act 2011 (sections 26-37 and Schedule 4) and in accordance with the Council's Code of Conduct, Members are required to declare any interests which are not currently entered in the Member's Register of Interests or if he/she has not notified the Monitoring Officer of it.
- (ii) Should any Member have a Disclosable Pecuniary Interest in an item on the agenda, the Member may not participate in consideration of that item unless a Dispensation has first been requested (in writing) and granted by the Council (see Dispensation Procedure).

3. QUESTIONS FROM THE PUBLIC (3 minutes per person; maximum 15 minutes)

To receive questions and statements from members of the public in respect of any item of business included in the agenda, as provided for in Standing Order No.s 1(f) and 1(h).

4. MINUTES OF PREVIOUS MEETING

To receive and approve as a correct record the minutes of the Policy and Finance Committee meeting held on 3 August 2015 (**attached**).

5. MINUTES OF SUB-COMMITTEE MEETINGS

To receive the draft minutes of the following Sub-Committee meetings (**attached**) and to consider any recommendations contained therein:

- (a) Accounts Sub-Committee 10 August 2015 (appendices not attached)

6. COMMITTEE OBJECTIVES AND WORK PLAN

To receive and consider the Committee objectives and work plan for 2015-2016 (**attached**).

7. COMMUNICATIONS REPORT

To receive and note an update report regarding Communications (**to follow**)

8. QUALITY AWARD

To receive a report regarding potential application for Quality Award status (**to follow**) and to consider the recommendations contained therein.

9. EXTERNAL AUDIT REPORT

To receive an external audit report for 2014-2015 (if received before meeting).

10. VEXATIOUS COMPLAINANTS

To receive a report and draft policy regarding Vexatious Complainants and to consider the recommendations contained within the report (report and draft policy **attached**).

11. VOLUNTEERING POLICY

To receive a report and draft policy regarding Volunteering and to consider the recommendations contained within the report (report and draft policy **attached**).

12. CARD PAYMENT MACHINES (TERMINALS)

To receive a report regarding card payment machines and to consider the recommendations contained within the report (**to follow**).

13. EXCLUSION OF THE PUBLIC

The Sub-Committee may consider it appropriate to consider the following resolution should they consider that any discussion would be prejudicial to the public interests: **that, under the Public Bodies (Admissions to Meetings) Act 1960, the public be excluded on the grounds of the confidential nature of the business about to be transacted which involves the likely disclosure of exempt information. The public and press to withdraw from the meeting during consideration of detailed discussion regarding: procedures, protocols and expenses related to the civic role of Town Mayor.**

**Committee Members receive all documentation.
Background papers available to all Councillors upon request.**

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