



## **BODMIN TOWN COUNCIL**

NOTICE is hereby given that a meeting of Policy and Resources Committee will be held on 17<sup>th</sup> February 2022 at 6:30pm in the Shire House Suite to which you are summoned to attend.

Yours faithfully

A handwritten signature in black ink, appearing to read 'Peter Martin'.

Peter Martin

**Town Clerk**

**LG Act 1072, Sch 12, paras 10(2)(b) and 26(2)(b)  
Longfield parish Council v Wright (1918) 88LJ Ch 119  
West Ham Corporation v Banado (1934).**

### **Committee Membership**

Cllr P Cooper - Chair

Cllr E M Ahearn

Cllr R Joshi

Cllr G Mountcastle

Cllr J P Cooper – Town Mayor (ex – officio)

Cllr A Coppin

Cllr D A Henderson

Cllr K J Phillips

Prohibition of transaction of business not specified on the agenda -100B (4) of the LGA 1972  
Ayles v Romsey and Stockbridge RDC (1944)

### **Business to be transacted:**

#### **AGENDA**

#### **01. Election of Vice Chairperson**

#### **02.(a) Mayor/Chairperson's announcements**

#### **02.(b) To receive and record the grounds upon which apologies for absence are tendered**

LGA 1972, Sch 12, para 40

#### **03. Declarations of Interest relating to business on the agenda - Standing Order 53 Localism Act 2011, S39 to 34**

- Members to declare interests in respect of any item on the agenda.
- To consider written requests from Members for dispensations must be submitted to the Proper Officer in advance of the meeting date.



- 04. Public representation session** An opportunity for residents to make representations to Council or ask questions relating to items on this agenda. (Note: a maximum of 15 minutes will be allocated for this session and there will be a time constraint of 5 minutes per speaker). LGA 1972, ss100 and 102, Public Bodies (Admissions to meetings Act) 1960.
- 05. Minutes of the previous meeting.**  
To confirm the accuracy of the Minutes of the meeting held on 14<sup>th</sup> December (as circulated). LGA 1972, Sch 12, para 41(3), LG (Miscellaneous Provisions) 1976, s41.
- 06. List of actions from the previous minutes for update.** See Appendix 1.
- 07. To note the summary of accounts** (Income and Expenditure) for January 2021.
- 08. To consider and agree the schedule of payments**
- 09. To receive risk management updates for P&R and Full Council 20.01.2022**
- 10. To note the amended Budget 2022 2023**
- 11.** To note the submission of entries made to the gifts and Hospitality register in December 2021.
- 12.** To note that the HSBC Risk Investment questionnaire has been handed out to members for signature. Signed risk forms to be returned by Monday 21st February 2022.
- 13.** To consider and agree the Aims and Objectives against ear marked reserves and to receive a report for potential funding and gaps.
- 14.** A further consideration to revise Standing Committees Terms of Reference in relation to Chairmanship.
- 15.** To consider and agree the adoption of the following policies:
  - 15a Outside Body Policy
  - 15b Toil Policy
  - 15c Grants Policy (to include donations)
  - 15d Lone Working Policy
  - 15e Reserves Policy
  - 15f Flexible Working Policy
  - 15g Financial Regulations appendices
- 16.** To note an update regarding BRIN.
- 17.** To receive an update on BTC Business Continuity Plan and to agree a proposed schedule for completion.



**18.** To consider and recommend implementation of the proposed meeting schedule for April 2022 to December 2022, to be adopted at FC 17.3.2022 and further list of outside bodies and advisory groups to follow in due course.

**19. ITEMS CONTAINING EXEMPT INFORMATION**

To consider passing the following Resolution in respect of the items listed below:

“That the press and public be excluded from the Meeting in accordance with Section 1 of the Public Bodies (Admission to Meetings) Act 1960, for the following items of business on the grounds that they involve the likely disclosure of confidential and exempt information”.