

KRR/AC

Dear Member,

A meeting of the **Policy & Resources Committee** will be held on Thursday next, **9th July 2009** at **7.30 p.m.** in the Council Chamber.

Yours sincerely,

Kathryn Richmond BA(Hons) FILCM
TOWN CLERK

AGENDA

1. **Apologies for Absence:** To receive apologies.
2. **Declarations of Interest:** Members to Declare Interests in any items on the Agenda.
3. **Minutes:** of the meeting held on 11th June 2009 have yet to be put to Council.
4. **Public Questions:** If any.
5. **Accounts Paid:** Lists herewith of accounts paid and reimbursements made on the authority of two Members and dated 10th June, 18th June and 24th June 2009. (Encl. 1).
6. **IT Systems:** The Officers have nothing to report.
7. **Procedures Manual:** The Officers have nothing to report.

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8. **Ninefields Community Centre:** The Officer will verbally report.
9. **Bank Mandate:** To confirm the signatories to the HSBC Waltham Abbey Town Council Imprest Account.
10. **Cornmill Suite:** To consider the request for a refund of the deposit paid for the hall hire. (Encl. 2).
11. **Sustainable Communities Act:** To consider consultation from Essex County Council regarding proposals to the Local Government Association. (Encl. 3).
12. **Minibus:** To consider a letter from Voluntary Action Epping Forest regarding the use of the minibuses. (Encl. 4).
13. **Audit Status List:** There are currently no items on the Audit Status List.
14. **Status List:** To be circulated to the meeting for information.
15. **Any Other Business:** Items which the Chairman may allow for discussion only.
16. **Exclusion of Press and Public:** To consider whether in view of the confidential nature of the business to be transacted and listed below the press and public be excluded from the meeting.
17. **Minutes – Part B:**
18. **Budget Report:** Category 8 (expenditure).

19. **Telephone System:** Category 8 (expenditure).
20. **Sound System – Cornmill Suite:** Category 8 (expenditure).
21. **Tenancy of Accommodation:** Category 3 (Occupier of Accommodation).
22. **Golf Driving Range:** Category 3 (Occupier of Accommodation).
23. **Town Hall:** Category 9 (Acquisition or disposal of property).
24. **Equipment:** Category 9 (Acquisition or disposal of property).
25. **CCTV at Cemetery:** Category 8 (expenditure).
26. **Mayoral Plaque:** Category 8 (expenditure).

TO: Cllr. A.P. Watts (Chairman)
Cllr. W.J. Pryor (Deputy Chairman)
Cllr. Mrs. P.C. Brooks
Cllr. A.B. Clark
Cllr. J.F. Collier
Cllr. Mrs. R. Gadsby
Cllr. A.L. James
Cllr. S.C. Pryde

All other Members for information.

2nd July 2009