

A meeting of the **Policy & Resources Committee** will be held on Thursday next, **11<sup>th</sup> December 2008** at **7.30 p.m.** in the Council Chamber.

### **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 13<sup>th</sup> November 2008 have yet to be put to Council.
4. **Town Centres Officer:** David Sellings, the recently appointed Town Centres Officer at District Council, will attend the meeting to explain his role and answer Members questions.
5. **Public Questions:** If any.
6. **Accounts Paid:** Lists herewith of accounts paid and reimbursements made on the authority of two Members and dated 19<sup>th</sup> November and 3<sup>rd</sup> December 2008. (Encl. 1)
7. **IT Systems:** The Officers have nothing to report.
8. **Procedures Manual:** The Officers have nothing to report.
9. **Hall Hire Charges – Local Action Groups:** Cllr. Pryde asks Members to consider the following proposal;

That local action groups such as residents associations, NAP's etc, be allowed to hire the Mead Suite for committee meetings at a rate of £15.00 per hour or part thereof subject to the group holding associate club membership and staff already being on duty.

10. **Waltham Abbey Neighbourhood Action Panel:** WANAP have enquired about the use of the Mead Suite for one or two meetings and have asked if Members would consider a concession in the hire charge of £108.00.
11. **VAEF Request for Hall Concession:** VAEF has booked the Cornmill Suite on Monday 22<sup>nd</sup> December for an Older Persons Christmas Party from 11.00 a.m. to 3.00 p.m. at a cost of £88.50 and have requested the Council considers granting free use. A copy of the request is enclosed. Members instructions please. (Encl.2).
12. **Audit Status List:** There are currently no items on the Audit Status List.
13. **Status List:** To be circulated to the meeting for information.
14. **Any Other Business:** Items which the Chairman may allow for discussion only.
15. **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.
16. **Minutes – Part B:**
17. **Budget Report:** Category 8 (expenditure).
18. **Unit 2-4 Highbridge Street (TIC/Café du Parc):** Category 8 (expenditure).
19. **Grant Applications 2009/2010:** Category 5 (financial assistance).

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.

4<sup>th</sup> December 2008

