



# WALTHAM ABBEY TOWN COUNCIL



TOWN HALL, HIGHBRIDGE STREET, WALTHAM ABBEY, ESSEX EN9 1DE

J Law  
Town Clerk & Responsible Financial Officer

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TEL: 01992 714949

YOUR REF:

OUR REF: JL/AM

Dear Member,

A meeting of the **Policy & Resources Committee** will be held on **Wednesday, 1<sup>st</sup> December 2021** at **7.30 p.m.** at the Town Hall.

Yours sincerely,

.....TOWN CLERK

## **AGENDA**

1. **Recording of Meetings:** To note that this meeting may be recorded or filmed and will be capable of repeated viewing or another use by such third parties. It is possible that any such recording may capture images, and this may result in the possibility that images will become part of the broadcast. This may infringe human and data protection rights. To avoid this please move to the rear of the room. Anyone present intending to record the meeting, or any part thereof, must declare their intention to the Chairman and Officers before the meeting commences.
2. **Apologies for Absence:** To receive apologies.
3. **Disclosure of Interest:** Under the Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012, made under s.30 (3) of the Localism Act, Members must declare any Disclosable Pecuniary Interests which they may have in any of the items under consideration at this meeting.



4. **Public Questions:** Members of the Public are invited to submit questions to the Town Clerk for consideration at meetings, these must be received no later than 3pm on the day prior to the meeting. Please send your questions to [townclerk@walthamabbey-tc.gov.uk](mailto:townclerk@walthamabbey-tc.gov.uk)
5. **GDPR:** To note that there is no further update at this point.
6. **EFDC/ECC Update:** To receive a verbal update from Cllr S Kane.
7. **Accounts Paid:** Lists herewith of accounts paid and reimbursements made on the authority of two Members and dated 03/11/2021 and 17/11/2021. (Enc. 1)
8. **Carbon Neutral Action Plan:** To receive an update from the Deputy Town Clerk (Enc. 2)
9. **Payments in Excess of £500:** To receive the Deputy Town Clerk's report. (Enc. 3)
10. **Budget Monitoring Report:** To receive the Deputy Town Clerk's report. (Enc. 4)
11. **Sundry Debtor:** To receive the Deputy Town Clerk's report. (Enc. 5)
12. **Direct Debits, Standing Orders and Transfers dated 01/10/2021 – 31/10/2021:** (Enc. 6)
13. **Imprest Account Payments dated 01/10/2021 – 31/10/2021:** (Enc. 7)
14. **Current Bank Reconciliation Statements dated 31/10/2021:** (Enc. 8)
15. **Any Other Business:** Items to be added to the next agenda for discussion.
16. **Exclusion of Press and Public:** To consider that in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the press and public be temporarily excluded and they are instructed to withdraw.
17. **Fees & Charges:** To receive the Deputy Town Clerk's report. (Enc. 9)
18. **Status List:** To note the Status list. (Enc. 10)
19. **Town Mead:** To receive a verbal update from the Town Clerk.
20. **Leases:** To receive the Town Clerk's report (Enc. 11)
21. **Budget Monitoring Detailed Accounts:** Detailed account breakdown (Enc. 12)



TO: Cllr A Watts - Chairman  
Cllr H Kane – Deputy Chairman  
Cllr E A Webster  
Cllr J Lea  
Cllr J Lucas  
Cllr S Yerrell  
Cllr D Plummer  
Cllr R Holmes  
Cllr T Matthews  
Cllr L Green  
Cllr M Markham

Cllr S Kane

25<sup>th</sup> November 2021