



# WALTHAM ABBEY TOWN COUNCIL



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

N Page  
Town Clerk

E-MAIL: [townclerk@walthamabbey-tc.gov.uk](mailto:townclerk@walthamabbey-tc.gov.uk)  
TEL: 01992 714949

YOUR REF:

OUR REF: NP/JE

Dear Member,

A meeting of the **Policy & Resources Committee** will be held on **Wednesday, 24<sup>th</sup> May 2023 at 7.00pm.** at the Town Hall.

Yours sincerely,  
Town Clerk

*Miss Natalie Page*

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## **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:** There is no 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 30/04/2023, 19/05/2023 and 01/06/2023. (Enc.1)
8. **Status List:** To note the Status list. (Enc.2)
9. **Budget Monitoring Report:** To receive the RFO's report. (Enc.3)
10. **Direct Debits, Standing Orders and Transfers dated 01/04/2023 – 30/04/2023:** (Enc.4)
11. **Imprest Account Payments dated 01/04/23 – 30/04/2023:** (Enc.5)
12. **Current Bank Reconciliation Statements dated 30/04/2023:** (Enc.6)
13. **Town Mead Bar Extra Renovations:** To approve final proposed works. (Enc.7)
14. **Town Mead Pavilion:** To discuss and agree options for future use. (Enc.8)
15. **Town Show Report:** To review the report and agree costs. (Enc.9)
16. **Bank Mandates:** To approve new bank mandates.
17. **Tourism Information Centre:** To review and agree proposed works. (Enc.10)
18. **Health and Safety Report:** To review the report and agree proposed changes. (Enc.11)
19. **Honorary Freeman of the Town:** Suggestions to be put forward and discussed.
20. **Items to be added to the next agenda for discussion:** Items to be submitted for next meeting on 5<sup>th</sup> July 2023.
21. **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.
22. **Budget Monitoring Detail Accounts:** Detailed Accounts break down. (Enc.12)
23. **Utilities Contract:** To receive the RFO's report (Enc.13)
24. **Grant Applications: To review the following applications:** (Enc.14)
  - i. Waltham Abbey Women's Institute
  - ii. Waltham Abbey Community Centre



25. **Rochford Pavilion Business Plan:** To approve the final business plan for proposed works. (Enc.15)

TO: Cllr A Watts - Chairman  
Cllr J Parsons – Deputy Chairman  
Cllr J Lea  
Cllr J Lucas  
Cllr S Yerrell  
Cllr H Kane  
Cllr M Markham  
Cllr A Crowley  
Cllr J Heather  
Cllr E A Webster  
Cllr B Tomlinson

Cllr S Kane

18<sup>th</sup> May 2023