



**BRADFORD ON AVON TOWN COUNCIL**

You are hereby summoned to a meeting of the

**RESOURCES COMMITTEE**

to be held at St Margaret's Hall, St Margaret's Street, Bradford on Avon BA15 1DE  
on 22<sup>nd</sup> May 2018 at 7pm.

**AGENDA**



2018

Sandra Bartlett

Town Clerk

1. 7.00pm QUESTION TIME OPEN TO THE PRESS AND PUBLIC (not to exceed 30 minutes) The public are welcome to ask questions on matters that are on the agenda and other matters at the Chairman's discretion. <i>The question should not be a statement and limited to no more than 5 minutes.</i>
2. Apologies <i>To accept any apologies.</i>
3. Minutes <i>Minutes attached from the last meetings held on the 5th December 2017 and 4th January 2018.</i>
4. Declarations of interest <i>To receive any Declaration(s) of Interest under the relevant authorities (Disclosable Pecuniary Interests) Regulation 2012 made under s.30(3) of the Localism Act 2011 and under the Code of Conduct adopted by the Town Council.</i>
5. Vice-Chairman <i>Members to appoint a Vice-Chairman for this committee.</i>
6. Terms of Reference <i>Terms of Reference attached for discussion.</i>
7. Age U.K. <i>(i) Minute 151 - Agreed at Full Council on the 6th March 2018 in principle to a grant of £6,000 subject to this committee checking the details. (ii) Leader of the Council to report the latest on the S.L.A.</i>
8. Expenses Policy <i>Draft expenses policy attached for discussion.</i>
9. Internal Auditor <i>(i) End of year audit report dated 16.04.18 attached for consideration. (ii) To consider the appointment of the Internal Auditor for 2018-19 currently IAC Audit Ltd. (iii) To confirm the effectiveness of the Town Council's internal control which is in accordance with proper practices.</i>
10. Risk Assessment <i>To consider the Annual Summary of Risks as attached.</i>
11. Cheque signatories/Internal Audit by Councillor <i>(i) To note that Cllrs Brown, Franklin, Garwood, Lynch, McNeill-Ritchie and Newton. (ii) To note that Cllr Kay not a signatory on the accounts carries out the monthly internal audit.</i>
12. Minerva Owls of Bath 2018 <i>To consider whether to take part in this initiative. Report attached.</i>
13. Winsley Road/Wine Street works <i>To consider correspondence attached.</i>
14. Youth Strategy Request for Proposals <i>Youth Strategy Request for Proposals - bids are expected to arrive by 18th May 2018. This committee to consider next steps, who will be the tendering panel or agree to assign it to another committee.</i>
15. Meeting dates <i>Meeting dates up to March 2019 attached.</i>
16. Confidential <i>To consider a motion 'Under the Public Bodies (Admission to Meetings) Act 1960 by reason of the confidential nature of staff matters now to be discussed, that the public and press be excluded from the meeting.'</i>
17. Personnel Issues