



**Bradford on Avon  
Town Council**



**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 24<sup>th</sup> September 2019 at 7pm.



18<sup>th</sup> September 2019  
Sandra Bartlett  
Town Clerk

**AGENDA**

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 The question should not be a statement and limited to no more than 5 minutes.
2. Apologies To accept any apologies.
3. Minutes Minutes attached from the last meeting held on the 16th July 2019.
4. Matters arising (FOR INFORMATION ONLY) (i) Minute number - To note that an account was in the process of being opened with CCLA. Lloyds Treasury Deposit matures this week.
5. Declarations of interest 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.
6. Terms of Reference Members to consider Terms of Reference for this committee.
7. Review of budget To review the first 5 months.
8. Appointment of Internal Auditor Three quotes to be considered. (2 attached another one to follow)
9. Management Accounts Reports Detailed management reports up to 30th June 2019, 31st July 2019 and 31st August 2019. These accounts show detailed balance sheet and income and expenditure by committee heading.
10. Accounts for payment To approve payroll and direct payments and invoices up to 30th June 2019, 31st July 2019 and 31st August 2019. The accounts having been examined by a non-signatory councillor.
11. Next meeting To note that the next meeting arranged for 27th November 2019.
12. Confidential session '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.' Staffing matters and another commercial matter to be considered.