



**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 17th December 2019 at 7.30pm.

12th December 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 24th September 2019.
4. Matters arising (FOR INFORMATION ONLY) - none
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. Budget setting 2020/21 To consider draft budget and recommend to Full Council setting of the precept for 2020/21.
7. Internal Audit Report: Interim 2019-20 Report attached from Auditing Solutions Ltd for members to consider.
8. Town Council Policies Draft policies attached to be considered:- Risk Management Strategy, Anti-Fraud & Corruption Policy, Community Engagement Policy, Complaints Policy, Data Protection Policy, Equality and Diversity Policy, Publication Scheme, Safeguarding Policy and Whistleblowing Policy.
9. Management Accounts Reports Detailed management reports up to 30th September 2019, 31st October 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 September 2019 and 31st October 2019. The accounts having been examined by a non-signatory councillor.
11. Next meeting To note that the next meeting arranged for 19th February 2020.
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.'
13. Staffing matters