

Canvey Island Town Council



TO MEMBERS OF THE POLICY AND FINANCE COMMITTEE

Cllr. N. Harvey (Chairman), Cllr. P. May, Cllr. J Anderson, Cllr. D. Blackwell, Cllr. M. Tucker and Cllr. T. Belford

Dear Councillors,

I hereby summon you to attend a meeting of the **POLICY AND FINANCE COMMITTEE** to be held in the **COUNCIL OFFICE, 13 HIGH STREET, CANVEY ISLAND, SS8 7RB** on **MONDAY 8TH MAY 2017** commencing at **7.30PM** for the transaction of business as set out below.

Any member who is unable to attend the meeting should send their apologies before the meeting.

Yours faithfully

Mrs E. De Can
Town Clerk

2nd May 2017

The Openness of Local Government Bodies Regulations 2014 allows the filming, recording, photographing or otherwise reporting of those participating in a meeting. Should any member of the public present and does not wish to participate but who objects to being filmed, recorded, photographed or otherwise reported about please make yourself known to the Town Clerk

A G E N D A

- 1 Apologies for absence
- 2 To receive declarations of interest in items on the agenda
- 3 Public forum - To receive contributions from members of the community of Canvey Island on items on the agenda for a period not exceeding ten minutes
- 4 To confirm and sign as a true record the minutes of the committee meeting held on the 9th January 2017
- 5 To note the Clerks report from the ongoing projects and not on the agenda (Appendix A)
- 6 To consider and agree the appointment of Heelis & Lodge as the Internal Auditor for 2017 at a cost of £380.00.
- 7 Policies:
 - i) To review and clarify Standing Order 15.i in relation to email summons
 - ii) To note the amendment to Standing Order 4.d.x in relation to the resolution made by Full Council on the 23rd May 2016 regarding the Town Mayor duties.
- 8 To note the Training Courses booked / attended since the last meeting:
 - i) Health & Safety Level 2 at a cost of £85.00 (Cllr J Blissett)
 - ii) Planning Briefing at a cost of £90.00 (Cllr P. Greg and Community Warden)

Canvey Island Town Council



- iii) Local Councils Police Conference at a cost of £100.00 (Cllr A. Acott, Cllr J. Blissett, Town Clerk and Community Warden)
 - iv) Routine Playground Inspection Exam at a cost of £140.00 (Community Warden)
 - v) Allotments Course at a cost of £90.00 (Community Warden)
- 10 Finance:
- i) Grant Applications
 - a. To consider an application from Canvey Island RUFC (Appendix B)
 - ii) To verify the Council Finances as at 31st March 2017.
 - iii) To confirm accounts for payment as previously agreed.