

27<sup>th</sup> MAY 2014

Dear Sir/Madam

**YOU ARE HEREBY SUMMONED TO ATTEND A MEETING OF THE POLICY & RESOURCES COMMITTEE TO BE HELD AT THE LAVERTON, BRATTON ROAD, WESTBURY, ON MONDAY 2<sup>nd</sup> JUNE 2014 AT 7.00 PM.**

Yours faithfully

**Town Clerk**

**Public Forum**

Register between 6.50 pm – 7.00 pm  
Maximum input per person – Strictly 5 minutes  
Forum not to exceed 30 minutes

**Petitions/Depositions to be lodged with the Town Clerk  
at least five working days prior to the Meeting.**

**A G E N D A**

- 1. TO ELECT A CHAIRMAN**
- 2. TO APPOINT A VICE CHAIRMAN**
- 3. TO RECEIVE APOLOGIES (if any) AND REASONS FOR ABSENCE.**
- 4. DISPENSATIONS.**
- 5. DECLARATIONS OF INTEREST (if any) AND REASONS.**
- 6. MINUTES.** To confirm and sign the Minutes of the Committee Meeting held on the 7<sup>th</sup> April 2014. (Previously circulated with Annual Town Council Agenda for 6.5.14).

- 7. MATTERS ARISING** (if any) **FROM THESE MINUTES. Note: no new decisions can be taken.**

**Members Matters Arising.**

- 8. TO APPOINT THREE MEMBERS TO THE FINANCE COMMITTEE**

- 9. RECOMENDATION RECEIVD FROM THE COMMITTEE CRITERIA TASK & FINISH GROUP ON 22<sup>nd</sup> MAY 2014:** Addition to item 33 of Standing Orders –  
(f) All members of the Town Council are eligible to sit on all Working Groups and Task & Finish Groups regardless of their originating committee.

All references to General Purposes Committee are changed to Policy & Resources Committee.

- 10. RECOMENDATION RECEIVD FROM Cllr M SUTTON ON 19<sup>th</sup> MAY:**  
Funding requirements (if any) of Task & Finish and Working Groups.  
Policy & Resources Committee to ascertain from Working Groups & T&F groups whether they require any funding the coming year and if so how much.

- 11. CHAIRMAN'S MATTERS FOR REPORT.**

- 12. BUDGET BIDS.**

- 13. APPLICATION FOR GRANT AID 2014/15 – Wiltshire Family History Society (Westbury Branch)**

- 14. CLERK'S CORRESPONDENCE/MATTERS.**

- 15. WORKING GROUP'S REPORTS/RECOMMENDATIONS:**

- a. Events Working Group.
- b. Website Working Group.
- c. Westbury Tourism Working Group.
- d. Delegation of Services Working Group.

- 16. TASK & FINISH GROUPS REPORTS/RECOMMENDATIONS:**

- a. Charter Fairs & Markets
- b. Great War Commemoration

- 17. ACCOUNTS:**  
a. **List of Payments** (to be circulated).