

6th October 2008

TO MEMBERS OF THE POLICY AND FINANCE COMMITTEE

Committee Membership:

Cllr. Philip Davies(Chairman)
Cllr. Rod. Bishop
Cllr. Ray Howard
Cllr. David Blackwell
Cllr. Nick Harvey

Dear Sir/Madam

*I hereby summon you to attend a meeting of the **POLICY AND FINANCE COMMITTEE** to be held at **THE METHODIST CHURCH, WAARDEN ROAD, CANVEY ISLAND** on **MONDAY 13TH OCTOBER 2008** commencing at **7.30PM** for the transaction of business as set out below.*

Yours faithfully



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 public for a period not exceeding ten minutes
- 4 Matters arising from the minutes of the meeting held on 18th August 2008
- 5 Grants
 - i) To consider a grant application from:
 - Island Boys and Girls Football Club – kitchen refurbishment (Appendix A)
- 6 To consider a proposal that a virement of £5,500 is made from the 2008/09 budget from Councillor Allowances to Christmas Events
- 7 Venue and facilities for Council Meetings
 - i) To consider relocating the Council's meetings to Hall 3 at The Paddocks with effect from 17th November 2008
 - ii) To consider purchasing tables and chairs for Council meetings (see attached report)
- 8 To consider amending the public forum period to restrict members of the public to making representations about items on the meeting's agenda only.
- 9 To appoint a grievance panel and appeals panel for the resolution of staff/council disputes in line with staff contract requirements

In accordance with Section 1 of the Public Bodies (Admissions to Meetings) Act, 1960, the public and press will be excluded from the remainder of this meeting because publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted

- 10 Clerk's Training – to agree regular study leave for the Clerk to pursue the Certificate in Local Policy
- 11 Councillor Training – to consider the need for additional training and how this might be delivered