

DURSLEY TOWN COUNCIL

Jacob's House, Castle Street, Dursley, Glos. GL11 4BS
Tel/Fax: (01453) 547758: Email: clerk@dursleytowncouncil.gov.uk

13th October 2016

TO: EACH MEMBER OF THE POLICY AND FINANCE COMMITTEE OF DURSLEY TOWN COUNCIL

Dear Sir/Madam,

You are hereby summoned to a meeting of the Policy and Finance Committee of the Council which will be held in **the Methodist Church Rooms, Castle Street, Dursley**, on Thursday, 20th October 2016 at 7.30pm.

Please ensure that you have read the agenda and associated documents before the meeting. Should you require any additional information on any of the items, please contact the Clerk prior to the meeting.

Members are reminded that the Council has a duty to consider the following matters in the exercise of any of its functions: Equalities, Crime & Disorder, Health & Safety and Human Rights.

Yours faithfully,



John Kay
Town Clerk

AGENDA

1. To accept apologies for absence.
2. To receive any Members' Declarations of Interest.
3. To consider any requests for dispensations.
4. To receive any representations from the public.
5. To approve and sign the Minutes of the Meeting of the Policy & Finance Committee held on 13th September 2016.
6. To consider the recommendations of the report regarding the financial software used by the Council. (Members: Report attached)
7. To consider the recommendations of the external auditor for the 2015/16 Annual Return. (Members: Auditor comments attached)
8. To consider the draft Business Continuity Policy. (Members: Draft Policy attached)
9. To consider the quote for the Deputy Mayoral Chain of Office. (Members: Quote attached)
10. To review and agree the Committee Action Plan Programme. (Members: copy attached).
11. To consider the draft Policy & Finance budget for the year 2017-2020, including 3-year forward planning. (Members: budget and reserves attached).

The following business will be dealt with in committee:

12. To resolve to exclude the press and public from the remainder of the meeting by reason of the confidential nature of the business.
13. To consider the use of Council Reserves for borrowing or direct funding of local projects within the town. (Members: Information attached on Projects, Investments and PWLB borrowing rates).
