

## DURSLEY TOWN COUNCIL

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16<sup>th</sup> October 2018

### **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 **Dursley Library, May Lane, Dursley**, on Tuesday 23<sup>rd</sup> October 2018 at **6:30pm**.

**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 11<sup>th</sup> September 2018.
6. Regarding General Data Protection Regulations :  
To consider the impacts of the new legislation in relation to:
  - a) Councillor electronic mailboxes. (Members: Options available included)
  - b) Issuing & Disposal of agendas and papers.
7. Regarding Protocol for the Service of Fixed Penalty Notices for Dog Fouling by Dursley Town Council Employees.
  - a) To consider and recommend to Council the draft protocol. (Members: Draft Protocol attached)
  - b) To confirm the training and associated costs for the issuing FPN's. (Members: Training Proposal & Costs attached)

8. To consider providing a testimonial for Pure MSP, our IT consultant (Members: Draft Testimonial attached).
9. To consider the closure of the office from Friday 21st December 2018 to Wednesday 2<sup>nd</sup> January 2019 for the festive period.
10. To receive an update on investments. (Members: Investment Spreadsheet attached)
11. To receive an update on the closure of the Carnival Dursley bank account.
12. To review and agree the Committee Action Plan Programme for 2019/22. (Members: Copy attached).
13. To consider the draft Policy & Finance budget for the year 2019/2022, including 3-year forward planning. (Members: Budget information attached).