

## DURSLEY TOWN COUNCIL

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

13<sup>th</sup> October 2020

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

Dear Sir/Madam,


You are hereby summoned to a "virtual" meeting of the Policy & Finance Committee of the Council which will be held at 19:30 on Tuesday 20<sup>th</sup> October 2020.

The meeting will be available to "attend" online via the Zoom meeting platform [www.zoom.us/join](http://www.zoom.us/join). The Zoom Meeting ID: **987 2253 1618** and Password: **971569** will be required to access the meeting.

**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 receive any representations from the public.
4. To approve and sign the Minutes of the Meetings of the Policy & Finance Committee held on 8<sup>th</sup> September 2020.
5. To consider the draft Climate Change and Environmental issues mission statement. (Members: Statement attached)
6. To review the updated Business Continuity Policy. (Members: Updated Policy attached)
7. To consider the proposal to close the office on 24<sup>th</sup> December 2020 and re-open on Monday 4<sup>th</sup> January 2021 for the Festive/New Year period.
8. To consider the draft Policy & Finance Committee budget for the period 2021-2024. (Members: Budget, Project Planner and Reserves attached).
9. To receive an update on investments. (Members: Investment Spreadsheet attached)