



WELLINGTON TOWN COUNCIL
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**Members of the Public and the Press are invited to attend all Council Meetings
(Public Bodies (Admission to Meetings) Act 1960)**

Dear Councillors,

You are hereby summoned to attend the following meeting:

Meeting	Policy and Resources Committee
Time	4.00pm
Date	17 October 2022
Place	United Reform Church Hall Fore Street, Wellington TA21 8AG

...

Councillors will be discussing all the items listed on the attached Agenda and minutes will be available online and on the Council Notice Board after the meeting.

Councillors and members of the public are reminded that they shouldn't attend the meeting if they or someone they live with has tested positive for COVID or have COVID symptoms.

Yours faithfully

Dave Farrow
Town Clerk
01823 662855
info@wellingtontowncouncil.co.uk
11 October 2022

Committee members: Councillors M Barr, S Booker, K Canham, A Govier, M Lithgow, J Lloyd, M McGuffie, J Thorne and K Wheatley

1. To receive apologies for absence and to approve the reasons given

2. To receive any Declarations of Interest

3. Minutes

To approve and sign the minutes of the Policy and Resources Committee Meeting held on 10 August 2022

4. Questions and Comments from Members of the Public

Members of the public attending the meeting are invited to speak to the Committee for no longer than three minutes.

N.B Councils cannot lawfully decide items of business that is not specified in the summons/agenda (LGA1972 Sch 12, paras 10(2)(b) and Longfield Parish Council v Wright (1918) 88 LJ Ch 119.

5. To Review the Town Council Complaints Procedure

The Town Council Complaints Procedure was last updated in 2019 and requires reviewing as part of the Councils Policy Review timetable. On review no amendments are required. The Committee is asked to consider **RECOMMENDING** that the Procedure is carried forward.

6. To Review the Town Councils Grievance Procedure

The Town Council Grievance Procedure was adopted in 2019 and requires reviewing as part of the Councils Policy Review timetable. The Committee is asked to consider **RECOMMENDING** that the amended Procedure is adopted by the Town Council.

7. Refurbishment of Longforth Road Toilet Block

A paper is attached for consideration. The Committee is asked to consider if it wishes to **RECOMMEND** appointing a specialist contractor to oversee the redesign and construction of the toilet block at Longforth Road.

8. Changes to the Circulation Arrangements of Council Meeting Papers and the Purchase of Council Tablets for Councillors

A paper is attached for consideration. The Committee is asked to consider **RECOMMENDING** to the Town Council that it ceases to provide paper copies of meeting documents to those councillors who give their consent to receiving them electronically and that it purchases tablets for councillors to access meeting documentation electronically.

9. Proposal to Sponsor Community Award Prizes at Court Fields School

A paper is attached for consideration. The Committee is asked to consider **RECOMMENDING** to the Town Council that it sponsors an annual 'Contribution to the Community' prize for a pupil in each year group at Court Fields School.

10. Preparation for 2023/24 Budget Setting

The Committee needs to consider any items they wish to include in the 23-24 budget.

11. To Resolve to Exclude Members of the Press and Public

The Council is asked to **RESOLVE** to exclude members of the press and public for agenda item 16 in accordance with Public Bodies (Admission to Meetings) Act 1960 as publicity would prejudice the public interest by reason of the confidential nature of the business to be transacted.

12. CCTV Provision in Wellington

To consider future arrangements for CCTV provision in the town. A confidential paper is attached to the agenda

13. Future Community Warden Arrangements

To consider future arrangements for the Town Warden function. A confidential paper is attached to the agenda.

**Dave Farrow
Town Clerk
11 October 2022**