

# CROMER TOWN COUNCIL



18 July 2017

Dear Sir/Madam

You are hereby summoned to attend a meeting of the **POLICY & RESOURCES COMMITTEE** on **25 JULY 2017** at **7.00pm** in the **COUNCIL CHAMBER, NORTH LODGE**

.

Yours faithfully

**Mrs J Chance MILCM**  
**Town Clerk**

## AGENDA

1. **To sign the minutes of the meeting held on 20 June 2017 which will be agreed at Full Council on 24 July 2017**
2. **To receive declarations of interest in items on the agenda and to consider requests for dispensations**
3. **To consider apologies for absence**
4. **Public Participation** – To allow members of the public opportunity to inform the meeting. This item is limited to 15 minutes (maximum of 3 minutes per person)
5. **Finance & Statutory Matters**
  - 5.1 To consider finance sheets for May & June
  - 5.2 To receive update in respect of website
  - 5.3 To review the following policies:
    - Lone Worker Policy
    - Records Management Policy
  - 5.4 To consider request for the adoption of a policy for reporting at meetings
  - 5.5 To receive update in respect of Living Wage
  - 5.6 To receive update re Star Council Award
  - 5.7 To consider matters relating to General Data Protection Regulation
  - 5.8 To consider matters re office telephone system
  - 5.9 To receive any other financial matters (for information only)
6. **Correspondence and other matters**
  - 6.1 To receive update from Cllr. Russell re Benjamin Court Steering Group
  - 6.2 To receive any other correspondence for information only
7. **Date of next meeting:** 05 September 2017

**Distribution:** Mayor, Deputy Mayor, and to all other members .

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