

CROMER TOWN COUNCIL



28 April 2021

Dear Sir/Madam

You are hereby summoned to attend a meeting of the **POLICY & RESOURCES COMMITTEE** to be held on **TUESDAY 18 MAY 2021** at **7.00pm** in **CROMER COMMUNITY CENTRE**

All persons attending the meeting are asked to follow instructions on arrival re covid restrictions and unless exempt are asked to wear a face covering until seated.

Yours faithfully

Mrs J Chance PSLCC
Town Clerk

AGENDA

1. **Minutes of the meeting held on 06 April 2021 & 16 April 2021 (which were approved by full council on 26 April 2021), 21 April 2021 & 28 April 2021**
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 Website - To receive update
 - 5.2 Environmental Policy – Update
 - 5.3 Review Complaints procedure
 - 5.4 Review Social Media Policy
 - 5.5 Review Retention & Disposal Policy
 - 5.6 CCTV Business Plan – Update
 - 5.7 Church Clock Maintenance
 - 5.8 To receive any other financial matters (for information only)
6. **To consider other matters to include:**
 - 6.1 Kickstart
 - 6.2 Report from training from Deputy Clerk
 - 6.3 Defibrillator – Mill Road
 - 6.4 Cyber Security – update

7. Correspondence

7.1 To receive any correspondence (for information only)

8. **Date of next meeting:** 29 June 2021 at 7pm

Distribution: Mayor, Deputy Mayor, Cllrs. Adams, Harris, Hayhurst & Pritchard and to all other members
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