



WINTERTON TOWN COUNCIL

52 West Street, Winterton, Scunthorpe,
North Lincolnshire. DN15 9QF

Phone: 01724 488085 or email clerk@wintertoncouncil.co.uk

You are summoned to attend the next meeting of the Policy and Finance Committee of Winterton Town Council on Monday 8th June, 2015 at 7.00pm. The meeting will be held at the Council Office, 52 West Street, Winterton. The Agenda is set out below.

Members of the public and press are welcome to attend.

Lisa Newstead

Town Clerk

3rd June, 2015

Public Participation:

- Members of the public may raise subjects that they wish to bring to the attention of the Town Council. Items relating to matters on the Agenda will be taken first and the time will be restricted to 15 minutes maximum unless the committee decides otherwise. Listeners should note that decisions cannot be made at this meeting on items not on the agenda.

AGENDA

- 1 Apologies
To note apologies for absence.
- 2 Declaration of Interests
 - a. Declarations of Interests, in respect to agenda items, to be made and recorded in the minutes even if an interest has been declared in the register.
 - b. To note dispensations given to any member of the council in respect of the agenda items listed below.
- 3 To appoint a Chair of the Policy & Finance Committee.
- 4 To appoint a Vice Chair of the Policy & Finance Committee.
- 5 Policies and Procedures
 - APPENDIX A: To consider the Draft Health and Safety Policy and make any amendments required.
 - APPENDIX B: To consider the Draft Working From Home Policy and make any amendments required.
 - APPENDIX C: To consider the Draft Lone Working Policy and make any amendments required.
 - APPENDIX D: To consider the Draft Community Statement of Intent Policy and make any amendments required.
 - APPENDIX E: To consider the Draft Model Publication Scheme Policy and make any amendments required.

APPENDIX F: To consider the Draft Member Development Policy and make any amendments required.

- 6 Budget Headings
To review the Budget categories make recommendations on specific sub sections.
- 7 Audit Report
 - a.To receive a report from the Council's Internal Auditor and to consider any recommendations.
 - b.To appoint the Internal Auditor for 2015/16.
- 8 WPFA/Council Partnership
To consider the proposal from the WPFA to take responsibility for the Maintenance and the Bookings for the Winterton Community Pavilion.
- 9 Asset Register
APPENDIX C: To review the Asset Register and make any amendments required.
- 10 Chapel Hire
To consider rates for hiring out the chapel in the Cemetery.
- 11 IT Provision
 - a.To consider purchases a second computer for the office, at a cost of £500.
 - b.To consider the provision for setting up individual Councillor email addresses at a cost £15 per councillor.
- 12 Grants and Donations
APPENDIX G: To consider a Grant Application from Winterton Rainbows.
(Application to be forwarded upon receipt)
- 13 Agenda for next and future meeting
To take note of any items Councillors wish to agenda for the next or future meetings.
- 14 Next Meeting
To confirm the date and time of the next Policy & Finance Meeting (subject to any change in circumstances).

12th October, 2015
In the Council Office, 52 West Street, Winterton