



**COMMITTEE:** Policy & Resources  
**DATE:** Monday 8<sup>th</sup> February 2021  
**TIME:** Following Monthly Meeting  
**VENUE:** Via Microsoft Teams



## **AGENDA**

1. Apologies
2. Declaration of Interest
3. Matters of Information
4. Public Participation
5. Reports:
  - 5.1 Matters Of Information Update From Environment Committee and Community Development & Engagement Committee Report by Town Clerk
  - 5.2 Festive Celebrations Review and Recommendations Report by Town Clerk and Projects & Media Co-ordinator
  - 5.3 Flexible Retirement Policy Recommendation Report by Personnel Committee
  - 5.4 Working Without The Default Retirement Age Policy Recommendation Report by Personnel Committee
  - 5.5 Fixed Term Employees (Prevention of Less Favourable Treatment) Policy Recommendation Report by Personnel Committee
  - 5.6 Dismissal Policy Recommendation Report by Personnel Committee
  - 5.7 Welfare Policy Recommendation Report by Personnel Committee
  - 5.8 Exit Policy Recommendation Report by Personnel Committee
  - 5.9 Community Event Recommendation Report by Town Clerk
  - 5.10 Six Month Lift Inspection Report by Town Clerk
  - 5.11 King Chef Takeaway – Overflowing Bins Report by Cllr Stephen Winter

**Note:** Reports related to information exempt from the public are considered under agenda item 8.

6. Financial matters:
  - 6.1 Invoices for payment by cheques for approval after 11<sup>th</sup> January 2021
  - 6.2 Financial Budget Comparison as at 29<sup>th</sup> January 2021
  - 6.3 Debtors List as at 29<sup>th</sup> January 2021
  - 6.4 Direct Debits and BACS List for 1<sup>st</sup> – 31<sup>st</sup> January 2021
  - 6.5 January 2021 Bank Reconciliations Plus December 2020 Public Sector Deposit Fund Reconciliation Report by Town Clerk
  - 6.6 Local Restrictions Support Grant For Businesses Update Report by Town

Clerk

- 6.7 Section 106 Monies Update Report by Finance Working Group
- 6.8 Section 106 Funding Application Relating To Butterwick Road Cemetery Expansion Report by Butterwick Road Cemetery Working Group
- 6.9 Internal Audit 3 Year Work Plan Report by Mr Gordon Fletcher, Internal Auditor
- 7. Correspondence:
  - 7.1 Northumbria In Bloom 2021 Spring Judging Process (email and attachments from Ms Joanna Wood dated 12<sup>th</sup> January 2021)
  - 7.2 RHS Britain In Bloom (email and attachments from Ms Joanna Wood dated 12<sup>th</sup> January 2021)
  - 7.3 Footpath Concern and Condition – Malton Terrace (email and attachments from Mr Matthew Jacobs dated 26<sup>th</sup> January 2021)
  - 7.4 Malton Terrace Footpath (email from Ms Julie Dows dated 26<sup>th</sup> January 2021)
- 8. Consideration of Reports Exempt from the Public:
  - 8.1 Annual Increment Award To Town Clerk Report by Personnel Committee

*T. J. Ayre.*

**Dr Jane Ayre, Town Clerk**  
**February 1, 2021**

