



AGENDA FOR THE COUNCIL MATTERS COMMITTEE
WEDNESDAY 1ST MAY 2019 AT THE GUILDHALL TOTNES

You are hereby summoned to attend the Council Matters Committee, which is to be held in the Guildhall, Totnes on **Wednesday 1st May 2019 at 10am** for the purpose of transacting the following business:

No	Subject	Comments	Time
1	To receive apologies and to confirm that any absence has the approval of the Council.	Cllr P Paine	2 minutes
<i>The Committee will be asked to RESOLVE to exclude the press and public "by reason of the confidential nature of the business" to be discussed and in accordance with the Public Bodies (Admission to Meetings) Act 1960.</i>			
2	To consider a confidential staffing report	Enclosure	45 minutes
3	Date of the next meeting – Monday 20 th May at 7pm		

Future meetings agenda items:

- Update Statement of Internal Control
- Update Financial Regulations
- Signage and Public Realm projects
- Consider a Business Continuity Plan
- To review the Town Council Anti-Fraud and Corruption Policy.
- To review a summary of the required actions resulting from the Risk Assessment programme
- Investment options for general reserve
- To review various staffing policies
- To note sick leave and overtime balances
- To consider asset remedial works
- To consider terms of reference for the IT contractor
- To consider grant applications for the Community Fund – July 2019

Committee Members – quorum is 5 members

- Cllr Whitty (Chair)
- Cllr Simms (Deputy)
- Cllr M Adams
- Cllr R Adams
- Cllr Sweett
- Cllr Price
- Cllr Westacott MBE
- Cllr Paine
- Cllr Hodgson

Catherine Marlton

Town Clerk