

# MALVERN TOWN COUNCIL

Town Clerk  
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20 November 2019

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## MEETING OPEN TO MEMBERS OF THE PUBLIC

### To Members of the Policy & Resources Committee (quorum 6):

Councillors J Thomas (Ch), C Hooper (V-Ch), J Dallow, N Houghton, L Lowton, R McLaverty-Head, N Mills, J O'Donnell, D Roberts, P Tuthill

### All other Members of the Town Council for information only

You are hereby invited to attend a meeting of the **Policy and Resources Committee** to be held on **Wednesday 27 November 2019 in the Council Chamber, Belle Vue Terrace, Malvern, commencing at 6.00 pm** for the transaction of the business shown on the Agenda below.

A handwritten signature in black ink, appearing to read 'Linda Blake'.

Linda Blake  
Town Clerk

No.	Agenda Item
1.	<b>Apologies for Absence</b> To receive and accept apologies for absence
2.	<b>Declarations of Interest</b> To receive declarations of disclosable pecuniary interests and other disclosable interests
3.	<b>Minutes of Previous Meeting</b> To receive and confirm as a correct record the minutes of previous Policy and Resources Committee meetings and the minutes to be signed by the chairman <ul style="list-style-type: none"><li>➤ 30 October 2019 (previously circulated)</li><li>➤ 4 November 2019 (budget working party previously circulated)</li></ul>
<b>Public Participation</b> <i>The Meeting will be adjourned for public participation when the Chairman will invite members of the public to present their questions, statements or petitions submitted under the Council's Public Participation Procedure.</i>	
4.	<b>Financial Reports</b> <ul style="list-style-type: none"><li>➤ Report PR01/19 to follow</li><li>➤ Cash report Ref CR1 October 2019</li><li>➤ Bank payments schedule October 2019</li></ul>
5.	<b>Review of Budget Re-forecast for 2019/20 and Initial Budget Figures for 2020/21</b> <ul style="list-style-type: none"><li>➤ Budget document to follow PR02/19</li><li>➤ Officer presentation and committee discussion</li></ul>
6.	<b>Review of Utility Contracts and Suppliers</b> <ul style="list-style-type: none"><li>➤ Report PR03/19 to follow</li></ul>
7.	<b>Review of Malvern Town Council's Complaints Procedure Policy</b> <ul style="list-style-type: none"><li>➤ Report PR04/19 to follow</li></ul>
8.	<b>Approval of BACS Payroll Services Transfer</b> <ul style="list-style-type: none"><li>➤ Report PR05/19 to follow</li></ul>
9.	<b>Date and Time of Next Meeting</b> <ul style="list-style-type: none"><li>➤ Wednesday 11 December 2019 at 6.00 pm</li></ul>