

ILMINSTER TOWN COUNCIL

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Town Clerk: **Joy Norris MILCM ACIS MSc**



5 December 2018

A meeting of the **RESOURCES COMMITTEE** will be held on **Tuesday 11 December 2018** in the Council Chamber, Council Offices, North Street, Ilminster at 7.30pm.

The public are welcome to attend this meeting. Members of the public are invited to ask questions or raise issues relevant to the work of the Council. The overall time available for this session is restricted to 15 minutes unless the Chair decides otherwise. Individual speakers are restricted to 3 minutes and are asked not to repeat points that have been made previously. It is helpful if potential contributors can make themselves known to the Town Clerk before the meeting so that the session can be programmed effectively. Public participation is not part of the formal meeting of the Council however a note will be made of matters raised and recorded at the start of the minutes of the meeting.

The business to be transacted at the meeting is outlined on the Agenda below. Any reports listed as "to follow" will be made available as soon as possible, and in any event at least 30 minutes before the start of the meeting.

Yours sincerely

Joy Norris
Town Clerk

RESOURCES AGENDA

- 1. Apologies for absence**
To receive apologies for absence from Councillors unable to attend the meeting.
- 2. Declarations of Interest**
To receive any declarations from Councillors and Officers of interests in respect of matters to be considered at this meeting, together with an appropriate statement regarding the nature of the interest.

3. Minutes

- a) To confirm the minutes of the Resources meeting held on 16th October 2018 as a correct record. (attached)
- b) No items on action list relating to the Resources Committee to consider.

4. Police Report

This agenda item provides an opportunity for the Police to report on any matters relevant to policing in Ilminster.

5. Financial Monitoring.

To receive information about the Resources Committee income, expenditure and commitments compared with the 2017/18 budget. (To Follow)

6. Disposal of Assets

To agree to the disposal of the heavy duty shredder; the shredder has not been working properly for a long time and a replacement has been purchased.

7. Staffing Structures

To give guidance on preferred future staffing structures

8. Budget 2019/20

To consider any items pertaining to the Committee's responsibilities that it would like to be considered for inclusion in the 2019/20 budget ;Items suggested at the last meeting were, grants, training (councillors and staff), consultancy budgets, changes to staffing hours / grades / job roles.

9. Staffing Update

The Town Clerk will report on general staffing matters.

Resources Committee Members:

Councillors Keitch, Belobaba, Dewick, Fagan, Gunn, Shepherd, Swann and Walker