

ILMINSTER TOWN COUNCIL

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Town Clerk: Joy Norris

9 October 2019

A meeting of the **RESOURCE COMMITTEE** will take place on **Tuesday 15 October 2019** in the Council Chamber, Council Offices, North Street, Ilminster at 19:30hrs

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 Agenda for the meeting is given below. Please contact the Town Council Office if you would like a copy of any of the reports.

Joy Norris
Town Clerk

RESOURCES COMMITTEE AGENDA 15 October 2019

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

To confirm the minutes of the Resources meeting held on 13 August 2019 as a correct record.

4. Office Action Plan

To consider the Office Action Plan relating to the Committee.

Iminster Town Council

5. Police Report

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

6. Fire Service – Retained Firefighters

To receive a presentation from the Devon and Somerset Fire Service regarding retained fire fighters and the impact and benefits for employers, with a view to making a recommendation to the Town Council regarding whether or not Town Council employees are permitted and supported to be retained fire fighters in Iminster during their normal working hours.

7. Financial Monitoring.

To receive information about the Resources Committee income, expenditure and commitments compared with the 2019/20 budget.

8. Policy Review – Provision of Personal Protective Clothing (PPE) and Clothing Allowance

To review the policy for the Provision of Personal Protective Clothing (PPE) and Clothing Allowance and consider whether any amendments are required, including the amount of the clothing allowance for the Grounds Maintenance Team.

9. Policy Review – Employee Code of Conduct

To review the Employee Code of Conduct and consider whether any amendments are required.

10. Member / Officer Relations Protocol

To review the Member/ Officer Relations Protocol and consider whether any amendments are required.

11. Staffing Update

The Town Clerk will report on general staffing matters.

12. Budget 2020/2021

To consider any income and expenditure ideas in preparation for the budget workshop.

Resources Committee Members:

Councillors Burton, Dewick, Gunn, James, Keitch, Shepherd and White