

# **MALMESBURY TOWN COUNCIL**

Town Hall  
Malmesbury  
Wiltshire  
29<sup>th</sup> November 2016

## **LOCAL GOVERNMENT ACT 1972**

You are summoned to a meeting of the Policy and Resources Committee to be held in the Malmesbury Town Hall on Tuesday 6<sup>th</sup> December 2016, commencing at 7.00pm.

J Penfold  
Town Clerk

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**Cllr R E Budgen**  
**Cllr A J Gundry (Chair)**  
**Cllr S J Poole**

**Cllr S Cox**  
**Cllr L G Grant**  
**Cllr F Vandelli**

**Cllr H Webb**  
**Cllr V L Penfold**

## **A G E N D A**

1. Apologies.
2. To receive Declarations of Interest.
3. Public Question Time in respect of items of business included on the agenda.
4. To receive, and adopt the Minutes of the Policy and Resources Committee meeting held on the 11<sup>th</sup> October 2016.
5. To receive the Income and Expenditure information from April to October 2016 and the level of earmarked reserves, attached as Report No.1.
6. To receive the Auditor's report and determine actions to be taken, attached as Report No.2
7. To agree any revisions required to the draft communications policy, attached as Report No.3
8. Statement from Town Clerk on salaries budget attached as Report No.4.
9. To consider any actions necessary to ensure the Station Yard recycling facility is maintained in a clean and tidy condition, Report from Councillor Cox to follow.
10. To consider and agree a draft budget for 2017/2018 following submissions received from committees, attached as Report No.6.
11. To consider the current level of publicity provided by the Town Council via the newsletters and determine if other action is required.