



PEACEHAVEN TOWN COUNCIL

CLAIRE LACEY
TOWN MANAGER

TELEPHONE: (01273) 585493 Option 6

FAX: (01273) 583560

E mail: claire.lacey@peacehavencouncil.co.uk

Councillors on this Committee:-
Jean Farmiloe, Lynda Hallett, Job Harris, Ann Harrison,
Jackie Harrison-Hicks, Andy Loraine, Ron Maskell,
Robbie Robertson, Melvyn Simmons

TOWN COUNCIL OFFICE
MERIDIAN CENTRE
MERIDIAN WAY
PEACEHAVEN
EAST SUSSEX
BN 10 8BB

14th April 2016

Dear Committee Member,

You are summoned to a meeting of the **POLICY & FINANCE COMMITTEE** to be held in the **ANZAC ROOM**, Community House, Meridian Centre, Peacehaven on **Tuesday, 19th April 2016 at 7:30pm**

John Kocher
Corporate Services Manager & RFO

A G E N D A

GENERAL BUSINESS

- 1 CHAIR ANNOUNCEMENTS
- 2 PUBLIC QUESTION TIME

There will be a 15 minute period at the start of the meeting when members of the public may ask questions on matters that affect the Town, each speaker is restricted to 3 minutes. Copies of any non-confidential reports listed below may be obtained by contacting the Town Council Office.

- 3 TO CONSIDER APOLOGIES FOR ABSENCE
- 4 TO RECEIVE DECLARATIONS OF INTEREST FROM COMMITTEE MEMBERS
- 5 TO APPROVE AND SIGN THE NON CONFIDENTIAL POLICY & FINANCE MINUTES OF 9th February 2016 (page 1-7)

REPORTS

- 6 PAYMENTS FOR AUTHORISATION – report enclosed (page 8-12)
- 7 BUDGET MONITORING REPORT FOR THE PERIOD ENDING 31st March 2016 - report enclosed (page 13-30)
- 8 PHOTOGRAPHIC & FILMING POLICY – report enclosed (page 31-41)
- 9 MAYOR'S HANDBOOK (revised edition 2016-17) – report enclosed (page 42-52)
- 10 STANDING ORDERS (revised edition 2016-17) – report enclosed (page 53-76)
- 11 SUSSEX ELDERS COMMISSION HANDBOOK – report enclosed (page 77-82)
- 12 ROAD SAFETY REPORTING – report enclosed (page 83-84)
- 13 HEALTH & SAFETY POLICY FOR VOLUNTEERS – report enclosed (page 85-92)
- 14 SPONSORSHIP AGREEMENT & MAINTENANCE AGREEMENT – report enclosed (page 93-98)
- 15 EMERGENCY PLAN – report enclosed (page 99-129)

OTHER BUSINESS

- 16 TO CONFIRM DATE OF NEXT MEETING **Tuesday 5th July 2016 at 7:30pm**
Policy & Finance Agenda 19/04/16