

Orchard Park Community Council

Parish Clerk - Mrs S Thompson.

Office address:

The Community Centre, Central Avenue, Orchard Park, Cambridge, CB4 2EZ.

NOTICE OF MEETING: Resource Committee
TIME: 6.30 pm
DATE: Wednesday 27th September 2017
VENUE: The Community Centre, Central Avenue, Orchard Park.

Resource Committee Members:

Councillors R Nixon, Y Macaulay, A Mason, E Meschini, A Chan and Q Jawadwala

are hereby summoned to attend for the purposes of considering and resolving the business to be transacted at the meeting as set out below.

The meeting is open to the public (including press).



Mrs S Thompson
Clerk to Orchard Park Community Council
20th September 2017

QUORUM: 3

A G E N D A

- RC17/027 To receive and approve apologies for absence**
- RC17/028 To receive declarations of interest**
- a) Councillors to declare any pecuniary interest in any items on the agenda
 - b) To receive written requests for dispensations for disclosable pecuniary interests (if any).
 - c) To grant any new requests for dispensation as appropriate.
- RC17/029 Public Participation:** To allow up to 10 minutes for any members of the public and Councillors declaring the existence and nature of a prejudicial interest to address the meeting in relation to the business to be transacted at that meeting.
- RC17/030 Minutes:** To consider the meeting minutes from 26th July 2017.
- RC17/031 Community Centre Update:** To receive a Report from the Centre Manager and consider any quotations for work required
- RC17/032 Summer Fiesta:** To receive a Report from the Centre Manager and consider any recommendations to Council.
- RC17/033 Sports Facility extension:** To Receive an Update on Schedule of Works

RC17/034 Finance:

- i) To review September payments to-date and note any issues arising for next Full Council.
- ii) To consider the BCR report
- iii) To consider the appointment of contractor to undertake remedial work identified from last playground annual inspection
- iv) To receive an update on any other financial matters

RC17/035 To Consider Replacement Noticeboard

RC17/036 Update Policies and Procedures:

The following documents are to be reviewed, for formal adoption by the Council:

- a) Standing Orders
- b) Financial Regulations
- c) Code of Conduct
- d) Contract of Employment

RC17/037 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960

Exclusion of the press and the public.

MOVE: that in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 and by reason of the confidential nature of the remainder of the business, the Press and the Public be excluded from the Meeting. Members of the public are requested to leave.....

(Members of the public are requested to leave the meeting room before personnel issues can be discussed).

RC17/038 Staffing resource issues: To consider and report to Council on staff matters including, but not limited to:

- i) Update on staff review
- ii) Training
- iii) Holiday cover

RC17/039 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960

Re-admittance of the press and public.

MOVE: that the confidential nature of the business having been transacted, the Press and Public be re-admitted to the meeting.

RC17/040 To Accept Notices & Matters for the next agenda. *Please note that no decisions can lawfully be made under this item. LGA 1972 s.12 102)(b) states that business must be specified; therefore the Council cannot lawfully raise matters for discussion.*

RC17/041 Date of Next Meeting