

# **SUDBURY TOWN COUNCIL**

You are **summoned** to a meeting of the **POLICY AND RESOURCES COMMITTEE** to be held in the Town Hall, Sudbury on **TUESDAY 21<sup>st</sup> November 2023** at **6.30pm** for the transaction of the following business:

## **AGENDA**

1. Substitutes, apologies and approval of absences.
2. Declarations of Interest.
3. Declarations of Gifts and Hospitality.
4. Requests for Dispensation (these must be received in writing prior to the meeting).
5. To confirm the Minutes of the meeting of Policy and Resources Committee held on 19<sup>th</sup> September 2023 are an accurate record.
6. To review the actions from previous Policy Committee meetings.
7. To discuss the revision of the business plan.
8. To discuss the timing of meetings.
9. To discuss the report from the terms of reference working group.
10. To review of delegation arrangements to committees, sub-committees, staff and other local authorities in accordance with Standing Order 5(J) (v) as referred at the May full council meeting.
11. To review of the terms of reference for committees in accordance with Standing Order 5(J) (vi) as referred at the May full council meeting.
12. To review the need for any new committees in accordance with Standing Order 5(J) (viii) as referred at the May full council meeting.
13. To review standing orders in accordance with Standing Order 5(J) (ix) as referred at the May full council meeting.
14. To review arrangements, including any charters and agency agreements, with other local authorities and to review contributions made to expenditure incurred by other local authorities in accordance with Standing Order 5(J) (x) as referred at the May full council meeting.
15. To review representation on or work with external bodies and arrangements for reporting back in accordance with Standing Order 5(J) (xi) as referred at the May full council meeting.
16. To review the Council's and/or staff subscriptions to other bodies in accordance with Standing Order 5(J) (xv) as referred at the May full council meeting.
17. To review the Council's complaints procedure in accordance with Standing Order 5(J) (xvi) as referred at the May full council meeting.

18. To review the Council's policies, procedures and practices in respect of its obligations under freedom of information and data protection legislation in accordance with Standing Order 5(J) (xvii) as referred at the May full council meeting.
19. To review the Council's policy for dealing with the press/media in accordance with Standing Order 5(J) (xviii) as referred at the May full council meeting.
20. To review the time and place of ordinary meetings of the full council up to and including the next annual meeting of full council in accordance with Standing Order 5(J) (xxi) as referred at the May full council meeting.



16<sup>th</sup> November 2023

C Griffin  
TOWN CLERK

**TO:** Chairman – Mrs M Barrett, Committee Members: Mr P Beer, Mr S Hall, Mr M Olyver, Mrs J Osborne, Mr T Regester, Mr A Stohr and Mr A Welsh. (The Mayor – Ex-officio) and remaining councillors for information. The Press.

In order to comply with the Data Protection Act 2018, all persons attending this meeting are hereby notified that there will be a live video broadcast of this meeting, which will be recorded and available to be watched later on the Council website. The purpose of recording proceedings is to enable maximum participation both at the time of the meeting and for those who watch later.

In accordance with The Openness of Local Government Bodies regulations 2014, persons attending this meeting may make their own recordings of the proceedings subject to the meeting remaining open to the public.