

ST NEOTS TOWN COUNCIL

P G DEVONALD
Town Clerk

Council Offices
The Priory
St Neots
Cambridgeshire
PE19 2BH

5 January 2009

Telephone: (01480) 388911
email: mail@stneots-tc.gov.uk

NOTICE IS HEREBY GIVEN that a meeting of the **POLICY AND RESOURCES COMMITTEE** will take place in The Cloisters at the Priory Centre, St Neots on **Monday 12 January 2009** at 7pm to consider:

A G E N D A

1. Apologies for Absence
2. Declarations of Interest
To receive from Councillors declarations as to personal and/or prejudicial interests and the nature of those interests in relation to any Agenda items
3. Minutes
 - (i) To note the Minutes of the Meeting held on 16 July 2008 (approved at Council meeting of 30 July 2008 subject to the following amendment: Attached

The Flag Flying Policy – Council resolved to adopt the policy with the addition of 27 June, Veteran’s Day, and St Georges Flag and Union Jack to be flown when flag poles are empty. The words “Metropolitan Borough” should be removed.
4. Freedom of Information 2000 Appendix 1
To consider a FOI request.
5. Council Papers Appendix 2
To receive a report from the Deputy Town Clerk on the process for recording Council minutes.
6. Section 106 Monies Appendix 3
To receive a report from the Deputy Town Clerk.
7. Health & Safety - Employee VDU Eye Examinations Appendix 4
To receive a report from the Deputy Town Clerk on the procedure for employee VDU eye examinations.
8. Councillor Profiles on Website Appendix 5
To consider a proposal to add a Councillors’ Profile Page to the St Neots Town Council website.

9. Public Bodies (Admission to Meetings) Act 1960 - Exclusion of the Press and Public

To resolve 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 public be excluded from the meeting.

10. Grave Excavation 2009-10

Appendix 6

To receive a report from the Deputy Town Clerk.

11. One Stop Shop

To receive an update from the Deputy Town Clerk.

Verbal report

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Town Clerk
5 January 2009

To: Members of the Public

Copies of all background papers are available from the Town Council Offices, St Neots Town Council, The Priory, St Neots PE19 2BH.