



RUSHDEN TOWN COUNCIL

**Rushden Hall
RUSHDEN
Northamptonshire NN10 9NG**

**Phone: 01933 316216
www.rushdentowncouncil.gov.uk
Email: clerk@rushdentowncouncil.gov.uk**



**Mayor: Cllr David Coleman
Town Clerk: Vivienne Prodger**

12th February 2025

Dear Councillor

You are summoned to attend a meeting of the Policy & Resources Committee to be held at Rushden Hall, Rushden on Tuesday 18th February 2025, commencing at 7.00pm

AGENDA

- 1. DECLARATION OF INTERESTS**
To receive any Declarations of Interests
- 2. APOLOGIES**
To receive apologies for absence
- 3. MINUTES**
To approve and sign the minutes of the meeting of the Policy & Resources Committee held on 14th January 2025 (see enclosed)
- 4. APPROVAL OF PAYMENTS**
To approve payments made since 2nd January 2025 (see enclosed)

NB. If any member has any queries on the above will they please raise these with the Town Clerk at least 24 hours before the meeting

- 5. ICT OPERATING AND SECURITY SYSTEMS**
To receive a presentation from CSR regarding migration to Office 365
- 6. BANK RECONCILIATIONS**
To be signed by two signatories
- 7. POLICIES**
To consider and update the following policies
 - i) Political Balance Policy
 - ii) Data Protection Policy
- 8. COMMUNITY GRANTS**
To consider the following Community Grant applications
 - i) Rotary Club of Rushden – Concert for Junior School Choirs
 - ii) Rushden Armed Forces Day

9. SHOP FRONT GRANT

To Consider a shop front grant for

- i) The Hair Lounge, 13 High Street, Rushden

10. APPOINTMENT OF INTERNAL AUDITOR

To consider appointing Paul Russell Parish and Town Auditing Services to carry out internal audit for 2025

11. DEFIBRILLATOR

To consider installing a Defibrillator at Sanders Lodge, Rushden

12. CURRENT WORK IN PROGRESS AND PROJECTS

To receive an update on current work in progress and projects

13. EXCLUSION OF PUBLIC AND PRESS

Public Bodies (Admission to Meetings) Act 1960 the public and press be excluded from the meeting for the following items of business on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be discussed.

14. MINUTES

To approve and sign the confidential minutes of the meeting of the Policy & Resources meeting held on 14th January 2025 (see enclosed)

15. ASSETS

To receive a report and any recommendations from the Assets working party

16. HEALTH AND SAFETY

To consider any current Health and Safety matters

Yours faithfully

Vivienne Prodger,
Town Clerk
Rushden Town Council