

MACCLESFIELD TOWN COUNCIL

Meeting of Full Council

Agenda for the meeting to be held on Tuesday 10th November 2015 at 7.00pm at Macclesfield Town Hall.

The Mayor may open the meeting with a short address.

1. APOLOGIES FOR ABSENCE

2. DECLARATIONS OF INTEREST

To provide an opportunity for Members and Officers to declare pecuniary & non-pecuniary interests in relation to any item on the agenda.

The mayor will adjourn the meeting to invite questions and comments from members of the public. The meeting will then be re-convened.

3. MINUTES OF THE MEETING OF FULL COUNCIL 6TH OCTOBER 2015

Action: To consider the draft minutes and receive them as a true record of the meeting.

4. MINUTES OF THE MEETINGS OF THE PLANNING COMMITTEE 19TH OCTOBER 2015

Action: To note the draft minutes

5. MINUTES OF THE MEETINGS OF THE SERVICES COMMITTEE 20TH OCTOBER 2015

Action: To note the draft minutes

6. MINUTES OF THE MEETINGS OF THE FINANCE COMMITTEE 27TH OCTOBER 2015

Action: To note the draft minutes

7. GRANT APPLICATION

Lead: Cllr Chris Andrew, Chairman of Finance Committee

Action: To consider the resolution of Finance Committee on 27/10/15 and the previously circulated application for funding

8. CONSTITUTIONAL DOCUMENTATION

- 8.1 Staff Handbook (recommended for approval by the Personnel committee)**
- 8.2 Quality Policy**
- 8.3 Environmental Policy**
- 8.4 ICT Policy**
- 8.5 Information and Data Handling Policy**
- 8.6 Procurement Policy**
- 8.7 Financial Risk Assessment**

Action: To adopt such policies that support the effective development of the Town Council's constitution

9. WEBSITE & COMMUNICATIONS STRATEGY WORKING GROUP UPDATE

9.1 Town Entry Signs

Lead: Cllr Adam Schofield, Chairman of the Website and Communications Strategy Working Group (WCSWG)

Action: To approve a draft format for Town Entry Signs to enable the WCSWG to progress the project prior to detailed approval and installation

10. PROVISION OF COUNCIL RESERVES ACCOUNT

Lead: Cllr Chris Andrew, Chairman of Finance Committee

Action: To consider the recommendation of the Finance Committee

11. DATE, TIME AND PLACE OF NEXT MEETING

The date of the next meeting of Macclesfield Town Council is 7pm, 12th January 2016, at Macclesfield Town Hall.