

15 January 2015

Dear Councillor

You are invited to attend a meeting of the **POLICY & REVIEW COMMITTEE to be held on TUESDAY 20 JANUARY 2015 to follow Resources Committee** in the Committee Room at the Town Hall, West Borough, Wimborne Minster.

Members of the public are advised that they may speak at the meeting, at the discretion of the Chairman, if notification is given to the Clerk prior to the meeting.

Yours sincerely

Town Clerk

-----  
**AGENDA**

- 1 Apologies for Absence.
- 2 **THE LOCAL COUNCIL AWARD SCHEME**  
To note from NALC details of replacement arrangements for the Quality Council Scheme (copy herewith). As a Quality Council, the Town Council has been awarded automatically Foundation Status until January 2016.
- 3 **LOCAL GOVERNMENT TRANSPARENCY CODE**  
To note a report from the Town Clerk (copy herewith).
- 4 **EXCLUSION OF PRESS AND PUBLIC**
- 5 **RISK ASSESSMENT REVIEW 2014/2015**  
To review the updated risk assessment in respect of the Town Council's buildings and operations (copy circulated separately).

Policy & Review Committee – 20 January 2015

**MEMBERS OF COMMITTEE**

**Cllr A J Hampton (Chairman)**  
**Cllr S K Bartlett (Vice-Chairman)**  
**Cllr L G Harvey**  
**Cllr D G L Packer**  
**Cllr T F Wheeler**

NB: Chairmen of Committees are reminded that, if they cannot attend meetings of Policy & Review Committee, Standing Orders require them to inform their Vice-Chairmen so that they may attend in their place.

**LOCALISM ACT 2011 and CODE of CONDUCT**

Members are reminded to comply with those elements of the Localism Act and the Town Council's Code of Conduct in respect of disclosable pecuniary interests.

**GENERAL CONDUCT**

Members are reminded that the Council has a general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities (race, gender, sexual orientation, marital status and any disability), Crime & Disorder, Health & Safety and Human Rights.