



BINGHAM TOWN COUNCIL

Policy and Resources Committee

Level of authority from Full Council: Advisory

Councillors Members:

Terms of Reference:

The Committee shall have **X** members, plus the Town Mayor and Deputy Town Mayor. The Chairman and Vice-Chairman are to be elected at the first meeting following the Annual Council Meeting.

Commented [SP1]: Confirmation of number of members

Commented [SP2]: Subject to Standing Orders being accepted

Responsibility for the effective management and control of the financial affairs, assets, resources and personnel of the Council, including:

- Co-ordination of committee draft budgets and recommendation of Town Council precept
- Finance and recommendation of the capital programme and expenditure
- Finance and consideration of application of Grant
- Payment of accounts, wages and salaries
- Statement of accounts at end of year and balance sheet, regular monitoring of accounts
- Performance management and delivery of Council priorities
- Terms and conditions of employment for employees
- Civic functions
- Management of the main Council office, the Old Court House, Town office, rooms and the depot
- Compliance with the Council's statutory obligations, lease agreements and insurance matters
- Future consideration and project of a Community Centre
- Co-ordination of items affecting more than one committee

Responsible for funds held in the Finance, Old Court House budgets and co-ordination of and approval for recommendations on capital expenditure.