

**Notice of Property Policy & Resources Committee meeting to be held on  
Tuesday 24 March 2015 at 7.30pm in  
The Council Chamber, Diamond Jubilee Lodge, Wood View Road, Hellesdon**

**The Openness of Local Government Bodies Regulations 2014**

Under the above regulations, any person may take photographs, film and audio-record the proceedings and report on all public meetings. If you do not wish to be filmed / recorded, please notify an officer prior to the start of the meeting. The Council has a Policy, a copy of which will be displayed outside the Council Chamber or other meeting room as appropriate and is available on request

**WELCOME**

1. **Apologies and acceptance for absence**
2. **Declarations of interest and Dispensations**  
Members should declare any disclosable pecuniary interests, non-disclosable pecuniary interests and non-pecuniary interests in **any item(s) on the agenda**. In the case of disclosable and non-disclosable pecuniary interests the member must withdraw from the room immediately after making representations, answering questions or giving evidence – ***Please contact the office should any item need clarification***
3. **To receive approval of minutes of the committee meeting held on 21 January 2015 from those members present at the held meeting**
4. **Public Participation** (as permitted by Standing Order 3.d & 5.k. xiii)  
Members of the public are invited to speak and are **only** permitted to speak at this point in the meeting. (Public participation shall be in accordance with Standing Orders and shall not exceed 15 minutes unless such time is extended by the Chairman).
5. **General Matters**  
**Property Policy & Resources**
  - 5.1 To consider donation requests for
    - Magpas
    - Norfolk Citizens Advice Bureau (to note agenda item 5.2 in this respect)
  - 5.2 To consider provision for Norfolk Citizens Advice Bureau Outreach Service to be delivered from the Council Office for recommendation to Full Council (Budget £2350.00 from April 2015)
  - 5.3 To note revised expenditure for replacement PTZ camera – decision made at meeting 25 November 2014**Traffic Highways & Environment**
  - 5.4 Nothing for meeting**Property Policy & Resources General**
  - 5.5 To receive the financial statement summarising the receipts and payments for October – December (3<sup>rd</sup> financial quarter)
  - 5.6 To consider advice from Internal Auditor in respect of safeguarding against banking losses
  - 5.7 To consider banking arrangements in respect of Earmarked reserves
  - 5.8 To consider Statement of Internal Control and Review of Effectiveness
  - 5.9 To ratify the review of the Health & Safety Management System. (Operational Policy)

6. Exchange of Information
7. To confirm the date, time and venue of next meeting – next ordinary meeting to be set at the First Meeting of the Council in accordance with Standing Order 5kxi

**MEMBERS OF THE PUBLIC ARE INVITED TO ATTEND**

Mrs Patricia Kirby  
Clerk to the Council

dated 17 March 2015