

COMMITTEES – 24th June 2013

	MAYOR	Malcolm Cunningham
	DEPUTY MAYOR	John Harmer
Finance & Policy Committee <i>(quarterly – 2nd Monday)</i> delegated authority	Chair Vice Chair 1 ex officio	Malcolm Cunningham Hugh Parker Jill Voyce Tim Voyce Mark Pybus Chris Berry Stephen Shing Ed Board
Personnel Committee <i>(as and when)</i> no delegated authority	Chair Vice Chair 1 ex officio	Jill Voyce Chris Berry John Harmer Joseph O’Riordan Margaret Piper Don Broadbent
Planning Committee <i>(as and when)</i> delegated authority	Chair Vice Chair 2 ex officio	Michael Clewett Tim Voyce Margaret Piper Chris Berry Jill Voyce Hugh Parker
Buildings & Land Committee <i>(as and when)</i> no delegated authority	Chair Vice Chair 2 ex officio	Michael Clewett Tim Voyce Margaret Piper Chris Berry Joseph O’Riordan Mrs J Voyce H Parker
Business Plan Committee No delegated authority	 1 ex officio	Jill Voyce Chris Berry Tim Voyce Malcolm Cunningham
Emergency Plan Committee no delegated authority	 2 ex officio	Chris Berry Stephen Shing George Gibbs MBE Joseph O’Riordan
Best Dressed Garden Committee no delegated authority	Chair 2 ex officio	Margaret Piper Jill Voyce Chris Berry Daniel Shing
Civic Award Committee <u>Delegated authority</u>	Chair	Mrs M Piper Mrs C Berry Mrs J Voyce M Cunningham J Harmer
Independents Group Leader		Stephen Shing
Liberal Democrats Group Leader		Chris Berry
Residents’ Association Group Leader		Jill Voyce
UKIP Group Leader		Edward Board

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Item 1
None - Nominations on the evening

Item 2
TOR attached

Item 3
None

Item 4
None

Item 5
None

Item 6 Civic Award Committee Meeting Monday 15th July.
The office staff (Jo, Sue & Chris) are able to organise and attend a presentation evening on Monday 9th September 2013. (7.30-9.30pm)

Item 7
Budget is £100 for the party

Item 8
Budget for the award is £250
Can be one/two winners
Bowls are estimated to cost around £60 each
Certificates are free as we have some in the office.

Item 9
None received committee to bring nominations (at least one?)

Item 10
None – to resolve whether to keep secret or publicise and invite more friends/relatives of the winner

Item 11
None if secret – go into confidential session



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Town Mayor Cllr Malcolm Cunningham e-mail – cllrmcunningham@polegate-tc.co.uk*

CIVIC AWARD COMMITTEE

TERMS OF REFERENCE & RESPONSIBILITIES

Delegated responsibility

- To make nominations and select the winner of the Civic Award for 2013
- To decide on and arrange purchase via the office of a Civic Award and certificate for 2013 within the budget for 2013/14 (£250)
- To decide and notify the office of the arrangements required for a prize party for the civic award winners and the best allotment/best garden winners in September 2013 within the budget of £100 (including any remainder from the civic award budget)
- To be formed of 5 councillors
- To be dissolved once the business has been concluded