



LEDBURY TOWN COUNCIL

TOWN COUNCIL OFFICES . CHURCH STREET . LEDBURY
HEREFORDSHIRE HR8 1DH . Tel. (01531) 632306 Fax (01531) 631193
e-mail: admin@ledburytowncouncil.gov.uk website: www.ledburytowncouncil.gov.uk

NOTICE IS HEREBY GIVEN that an Extraordinary Meeting of the **Finance & General Purposes Committee** will be held in **The Town Council Offices** on **Thursday 10th May 2018** at **7.00pm**. All Committee members are summoned to attend.

The business to be transacted is set out in the agenda, which is detailed below.

Mrs E. Thomas
Clerk to the Council
04.05.2018

FILMING AND RECORDING OF COUNCIL MEETINGS

Members of the public are permitted to film or record meetings to which they are permitted access, in a non-disruptive manner. Whilst those attending meetings are deemed to have consented to the filming, recording or broadcasting of meetings, those exercising the rights to film, record and broadcast must respect the rights of other people attending under the Data Protection Act 1998.

A G E N D A

1. Apologies

To receive apologies for absence.

2. Interests

To receive any declarations of interest and written requests for dispensations.

Members are invited to declare disclosable pecuniary interests and other interests in items on the agenda as required by the Ledbury Town Council Code of Conduct for Members and by the Localism Act 2011.

3. Public Participation

Members of the public are permitted to make representations, answer questions and give evidence in respect of any item of business included in the agenda. The period of time, which is at the Chairman's discretion, for public participation shall not exceed 15 minutes. Each member of the public is entitled to speak once only in respect of business itemised on the agenda and shall not speak for more than five minutes. Questions/comments shall be directed to the Chairman.

4. Minutes

To approve the Minutes of the Finance and General Purposes Committee meeting held on 22nd March, 2018 as a correct record.

Copy previously circulated

5. Financial Matters

5.1 To note and approve invoices paid. (list to be circulated at the meeting)

5.2 To consider invoices for payment. (list to be circulated at the meeting)

6. To consider Bank Signatories

7. To consider Payroll Authorisers

8. Accounts and Audit

8.1 To consider the Internal Audit Report – Appendix 1

9. General Data Protection Regulations (GDPR)

9.1 Report from GDPR Working Group – Appendix 2

9.2 GDPR Training – 15th May 2018

10. Date of next meeting and items for future agenda inclusion

The next scheduled meeting of the Finance & General Purposes Committee will be confirmed at the Annual Council meeting on 24th May, 2018. Councillors are respectfully reminded that this particular item is not an opportunity for debate or decision making.