



LEDBURY TOWN COUNCIL

TOWN COUNCIL OFFICES . CHURCH STREET . LEDBURY
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NOTICE IS HEREBY GIVEN that a Meeting of the **Finance & General Purposes Committee** will be held in **The Town Council Offices** on **Thursday 6th July, 2017** at 7.30pm. All Committee members are summoned to attend.

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

Mrs K. J. Mitchell
Clerk to the Council
30.06.2017

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.

AGENDA

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

4.1 To approve the Minutes of the extraordinary Finance and General Purposes Committee meeting held on 9th May, 2017, as a correct record.

Copy previously circulated

4.2 To approve the Minutes of the Finance and General Purposes Committee meeting held on 1st June, 2017, as a correct record.

Copy previously circulated

5. Financial Matters

- 5.1 To approve and adopt the Summary of Receipts and Payments from 1st May to 30th June 2017.
- 5.2 To receive a quarterly summary of income and expenditure related to budget.
- 5.3 To consider invoices for payment. (list to be circulated at the meeting)
- 5.4 To verify bank reconciliations to end of May 2017.
- 5.5 To consider any action regarding the outstanding return of grant funds from Ledbury & District Community Benefit Society. (F.34-03.17, 5.4)
- 5.6 To further consider the disbursement of Portas Funds (£10,000) (refer F.57-06.17)
Grant application forms **EX02/17**
- 5.7 To consider making a donation to Ledbury Fire Brigade for the erection of Christmas flags.

6. Participatory Budgeting

To discuss arrangements for participatory budgeting.

7. Subscriptions

To consider the renewal of the Town Council's annual subscription to The Campaign to Protect Rural England (CPRE) in the sum of £36.

8. Risk Management

- 8.1 To consider the Risk Management Report prepared by Ecclesiastical Insurance and to consider any action required. **EX03/17**
- 8.2 To approve an additional premium for buildings insurance in the sum of £1,925.63.
- 8.3 To review the Risk Register.
Please contact the office if you require a hard copy.

9. Disclosure and Barring Service (DBS)

To consider DBS checks for Ledbury Town Councillors.

10. Merchant Navy Day

To consider taking part in Merchant Navy Day on 3rd September, 2017 including purchase of a Red Ensign.

11. Outside Bodies

To receive and note any reports from Councillors who have attended meetings as a representative of Council.

12. Correspondence for information

To note any correspondence received.

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

The next meeting of the Finance & General Purposes Committee is scheduled for 21st September, 2017. Councillors are respectfully reminded that this particular item is not an opportunity for debate or decision making.