



# LEDBURY TOWN COUNCIL

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**To: All members of Ledbury Town Council**

Dear Member,

**NOTICE IS HEREBY GIVEN** that a Meeting of the **Finance & General Purposes Committee** will be held in **The Market House** on **Thursday 17<sup>th</sup> March 2016** 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.

## **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.

**Anyone who objects to being filmed or recorded should notify the Clerk or Chairman prior to the commencement of the meeting.**

## **A G E N D A**

### **1. Apologies**

To receive apologies for absence.

### **2. Interests**

To receive declarations of interests in items on the agenda.

### **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 18<sup>th</sup> February 2016, as a correct record.

**Copies previously circulated**

### **5. Financial Matters**

5.1 To approve and adopt the Summary of Receipts and Payments from 1<sup>st</sup> February to 29<sup>th</sup> February 2016. **E.1**

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

**6. Subscriptions**

To approve the renewal of the Deputy Clerk's membership to The Society of Local Council Clerks (SLCC), in the sum of £167.

**7. HM Queen Elizabeth II 90<sup>th</sup> Birthday**

To consider purchase of commemorative medals.

**8. Ledbury 1916 Centenary County Commemoration**

To consider hospitality requirements for The Battle of Jutland, the Battle of the Somme and Armed Forces Day Commemorations on 25<sup>th</sup> June 2016.

**9. Market House**

To consider any remedial action required following an electrical installation inspection and testing.

**10. Asset Register**

To review the Asset Register for the year ended 31<sup>st</sup> March 2016. **To follow E.2**

**11. Outside Bodies**

11.1 To receive a report from a forward planning meeting held on 9<sup>th</sup> February 2016, to discuss the Ledbury Town Remembrance Day Service 2016, and to consider any action required. **E.3**

11.2 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 will be confirmed at the Annual Council meeting on 12<sup>th</sup> May 2016

Each Councillor is requested to use this opportunity to raise items for inclusion on future agendas. Councillors are respectfully reminded that this particular item is not an opportunity for debate or decision making.

**14. Distinguished Citizens Awards 2016**

To consider any recommendations from the Awards Working Party meeting held on 15<sup>th</sup> March, 2016.



Mrs K Mitchell  
Clerk to the Council  
10.03.2016