



LEDBURY TOWN COUNCIL

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

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 **Town Council Offices** on **Thursday 18th September 2014** 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.

A G E N D A

1. Apologies

To accept 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 17th July 2014 as a correct record.

Copies previously circulated

5. Financial Matters

5.1 To approve and adopt the Summary of Receipts and Payments from 11th July to 5th September 2014. **E.1**

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

5.3 Annual Return for the financial year ended 31st March 2104.

To note the conclusion of the external audit.

The External Auditor's certificate and report has been received. On the basis of the review of the annual return and supporting information, the external auditor has reported that there are no matters giving cause for concern that relevant legislation and regulatory requirements have not been met and that there are no other matters to draw to the attention of the council.

5.4 To consider transferring the costs of display boards (£577) purchased for the Neighbourhood Plan Consultation events from the NP budget heading to the Office facilities and Equipment heading.

6. Outside Bodies

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

- Ledbury Locality Cluster Group of Parish Councils. *Cllr P L Bettington*
- Emma Russell Education Foundation AGM 26.08.14. *Cllr P Winter*

7. Market Towns Forum

To receive and note the Minutes of the Meeting held on 23rd July 2014 (if available)

8. Herefordshire Association of Local Councils (HALC)

To note the Minutes of the HALC East Hereford Area Committee meeting held on 15th July 2014. (if available)

9. Correspondence for information

9.1 To note the receipt of thank you letters from the following grant recipients:

- Malvern Hills Area of Outstanding Natural Beauty
- Ledbury & District Community Benefit Society - 'Love ledbury'.

9.2 HALC – Information Corner August 2014 – (circulated by email).

9.3 To note any additional correspondence received.

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

The next meeting of the Finance & General Purposes Committee will be held on 23rd October, 2014.

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.

Mrs K J Mitchell
Clerk to the Council
04.09.2014

MEMBERS OF THE PUBLIC AND PRESS ARE CORDIALLY INVITED TO
ATTEND THIS MEETING

www.ledburytowncouncil.gov.uk