



9 June 2017

To: Town Mayor and all Members of the Policy and Finance Committee
(Councillors R Berry, K Cursons, S Cursons, S Cotter, A Dodwell, K Ferguson, J M
Freeman, S Jones, F Kharawala, C Palmer, G Perham and E Wallace - Chair)
(Copies to all Councillors for information)

NOTICE OF MEETING

You are hereby summoned to attend a meeting of the **Policy and Finance Committee** to be held on **Monday 19 June 2017** commencing at **1930 hours** in the Council Chamber, The White House, Hockliffe Street.

M Saccoccio
Town Clerk

**THIS MEETING
MAY BE
RECORDED ***

AGENDA

1. APPOINTMENT OF VICE CHAIR

To appoint a Vice Chair for the Committee for the municipal year 2017-2018.

2. APOLOGIES FOR ABSENCE

Schedule 12 of the Local Government Act 1972 requires a record be kept of the Members present and that this record form part of the minutes of the meeting. Members who cannot attend a meeting should tender apologies to the Town Clerk.

3. DECLARATIONS OF INTEREST

- (i) Under the Localism Act 2011 (sections 26-37 and Schedule 4) and in accordance with the Council's Code of Conduct, Members are required to declare any interests which are not currently entered in the Member's Register of Interests or if he/she has not notified the Monitoring Officer of it.
- (ii) Should any Member have a Disclosable Pecuniary Interest in an item on the agenda, the Member may not participate in consideration of that item unless a Dispensation has first been requested (in writing) and granted by the Council (see Dispensation Procedure).

4. QUESTIONS FROM THE PUBLIC (3 minutes per person; maximum 15 minutes)

To receive questions and statements from members of the public in respect of any item of business included in the agenda, as provided for in Standing Order No.s 1(f) and 1(h).

5. MINUTES OF PREVIOUS MEETING

To receive and approve as a correct record the minutes of the Policy and Finance Committee meeting held on 10 April 2017 (**attached**).

6. SUB-COMMITTEES

(a) To receive the draft minutes of the following Sub-Committee meeting (**attached**) and to consider the recommendation/s contained therein: Grants & Awards Sub-Committee 8 May 2017

(b) To consider the Terms of Reference for Sub-Committees (**attached**).

7. COMMITTEE TERMS OF REFERENCE, OBJECTIVES AND WORK PLAN

(a) To receive a report regarding the Committee Terms of Reference and departmental work streams (**to follow**).

(b) To received and consider approving an updated Committee work plan for 2017-2018 (**to follow**).

8. TOWN COUNCIL OBJECTIVES

To receive a report regarding Town Council objectives (**to follow**) and to consider the recommendation/s contained therein.

9. APRIL AND MAY 2017 PAYMENTS

To receive and note the schedule of payments made in April 2017 (**attached**) and May 2017 (**to follow**) (approved for payment by the Town Clerk and two bank signatories).

10. INTERNAL AUDIT REPORT (FINAL UPDATE)

To receive the final internal audit report for 2016-2017 (**attached**).

11. TOWN MAYOR'S ACCOUNTS 2016-2017

To receive the final accounts for the Mayor's charity fundraising account for the municipal year 2016-2017 (**attached**).

12. MEETING ATTENDANCE

To receive a summary of meeting attendance for the municipal year 2016-2017 **(attached)**.

13. STATEMENT OF ACCOUNTS 2016-2017

To receive and consider recommending to Council approval of the 2015-2016 Annual Return and Statement of Accounts (which are not subject to audit) **(to follow)**.

14. INVESTMENTS

To receive a report regarding Investments **(to follow)** and to consider the recommendation/s contained therein.

15. STATEMENT OF PENSION DISCRETIONS

To receive a report regarding the Town Council's Statement of Pension Discretions **(to follow)** and to consider the recommendation/s contained therein.

16. LEGAL UPDATES

To receive the following from the National Association of Local Councils **(attached)**:

- (i) NALC Legal Topic Note 80 regarding Members' Conduct
- (ii) NALC Legal Briefing LG03-17 regarding data protection

**Phones and other equipment may be used to film, audio record, tweet or blog from this meeting by an individual Council member, officer or member of the public. No part of the meeting room is exempt from public filming unless the meeting resolves to go into exempt session. The use of images or recordings arising from this is not within the Council's control.*