



Friday, 5 January 2018

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

NOTICE OF MEETING

You are hereby summoned to attend a meeting of **Policy & Finance Committee** to be held on **Monday, 15 January 2018** commencing at **7.30 pm** in the Council Chamber, The White House, Hockcliffe Street, Leighton Buzzard, LU7 1HD..

**THIS MEETING MAY
BE RECORDED ***

Mark Saccoccio

M Saccoccio
Town Clerk

AGENDA

1. 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.

2. 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).

3. 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).

4. MINUTES OF PREVIOUS MEETING (Pages 1 - 14)

To receive and approve as a correct record the minutes of the Policy & Finance Committee meeting held on 15 January 2018 (attached).

5. MINUTES OF SUB-COMMITTEE MEETINGS (Pages 15 - 18)

To receive the draft minutes of the following Sub-Committee meetings (to follow) and to consider the recommendation/s contained therein:

- (a) MOVED TO ITEM 12iii
- (b) Police Liaison Sub-Committee 8 January 2018

6. COMMITTEE OBJECTIVES AND WORK PLAN (Pages 19 - 22)

To receive and consider the committee objectives and work plan for 2017-2018 (attached).

7. PAYMENTS (Pages 23 - 56)

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

8. NINE MONTH BUDGET MONITORING REPORT (Pages 57 - 70)

To receive and consider a budget monitoring report for the period April-December 2017 (to follow).

9. 2018-2019 BUDGET (Pages 71 - 102)

To receive a report regarding the 2018-2019 budget (attached) and to consider the recommendation/s contained therein.

10. BUCKINGHAM PALACE GARDEN PARTY (Pages 103 - 104)

To receive information (attached) and to consider a nomination for the Summer 2018 Garden Party.

11. 2018-2019 RISK REGISTER AND ACTION PLAN (Pages 105 - 164)

To receive a report regarding the Town Council Risk Register and Action Plan for 2018-2019 (attached) and to consider the recommendations contained therein.

12. EXCLUSION TO THE PUBLIC (Pages 165 - 188)

The Committee may consider it appropriate to consider the following resolution should they consider that any discussion would be prejudicial to the public interests: that, under the Public Bodies (Admissions to Meetings) Act 1960, the public be excluded on the grounds of the confidential nature of the business about to be transacted which involves the likely disclosure of exempt information. The public and press to withdraw from the meeting during consideration of detailed discussion regarding:

- (a) Website support contract (attached)
- (b) 2018 Honorary Burgess nominations: to consider the recommendations made by the Grants and Awards Sub-Committee on 13 November 2017: to consider recommending to council approval of three nominations for the 2018 Honorary Burgess award, subject to further information being provided by nominators (information attached).
- (c) Minutes of Personnel Sub-Committee meeting held 8 January 2018.

* 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.
