



Friday, 12 February 2021

To: Members of the Policy & Finance Committee (Councillors S Jones, A Dodwell, C Palmer, R Berry, T Morris, G Perham, D Scott, M Freeman, R Goodchild, S Owen and F Kharawala)

(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, 22 February 2021** commencing at **7.30 pm**. This will be a remote meeting held via Microsoft Teams in accordance with The Local Authorities and Crime Panels (Coronavirus)(Flexibility of Meetings)(England and Wales) Regulations 2020.

**THIS MEETING MAY
BE RECORDED ***

<https://tinyurl.com/y52tryoc> or by tel: +44 20 3795 5672 (Conf. ID: 967 063 186#)

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).

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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 3(f) and 3(g).

4. MINUTES OF THE PREVIOUS MEETING (Pages 1 - 10)

(a) To receive and approve as a correct record the minutes of the Policy and Finance Committee meeting held on 18 January 2021 (**attached**) in accordance with Standing Order 12.

(b) To receive information updates on matters arising from the previous meeting (if appropriate).

5. COMMITTEE OBJECTIVES AND WORK PLAN (Pages 11 - 14)

To receive and consider the Committee work plan and objectives for 2020-21 (**attached**).

6. JANUARY 2021 PAYMENTS (Pages 15 - 30)

To receive and note the schedule of January invoices paid in February 2021 (**attached**) (approved for payment by the Town Clerk and two bank signatories).

7. MARKET RENTS (Pages 31 - 34)

To consider the latest position regarding the Covid-19 pandemic and to determine whether any further actions are required in respect of the decision taken on 18 January 2021 regarding market fees.

8. CALENDAR OF MEETINGS (Pages 35 - 44)

To receive a report regarding a calendar of meetings for the municipal year 2021-2022 (**attached**) and to consider the recommendation/s contained therein.

9. FIVE YEAR FINANCIAL PLAN (FUTURE PROJECTS FUNDING) (Pages 45 - 74)

(a) To consider the recommendations made by the Cultural and Economic Committee on 7 December 2020 in respect of funding allocation for Older Persons projects (information **attached**).

(b) To receive a report and the latest draft iteration of the five year financial plan, which sets out funding allocation for future projects in accordance with the Council's objectives.

10. INVESTMENT POLICY (Pages 75 - 78)

To receive a report regarding the Council's Investment Policy (**attached**) and to consider the recommendation/s contained therein.

11. TOWN COUNCIL MEMBERSHIPS (Pages 79 - 80)

As set out in Standing Orders, to receive the list of Town Council memberships/subscriptions for annual review.

12. COMMUNICATIONS UPDATE (Pages 81 - 90)

To receive and note a six-monthly update in respect of Communications (report **attached**).

13. LOTTERIES LICENCE RETURNS

As required by the terms of the Council's Small Society Lottery licence (for Mayoral charity fundraising), to appoint two Councillors to approve and sign the return forms required after each lottery event to be returned to Licensing at Central Bedfordshire Council.

14. EXCLUSION OF THE PUBLIC

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:**

15. EMPLOYEE ASSISTANCE PROGRAMME RENEWAL (Pages 91 - 94)

* 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.
