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PUBLIC NOTICE OF MEETING

A meeting of the **Finance and General Purposes Committee** is to be held in the
Town Council Offices, 25(A) Load Street, Bewdley on
THURSDAY 14TH MAY 2019 AT 6.30pm

SUMMONS TO FINANCE AND GENERAL PURPOSES COMMITTEE MEMBERS
All members of the Finance and General Purposes Committee are summoned to attend.

Sharon Hudson
Town Clerk
8th May 2019

AGENDA

122. **Appointment of the Committee Chairman and Deputy Chairman**
123. **Chairman's Welcome**
123. **To receive and note any apologies for absence**
124. **Declarations of Interest: Councillors are reminded:-**
(i) To keep their Register of Interests updated.
(ii) To declare any Disclosable Pecuniary Interests in items on the agenda and their nature.
(iii) To declare any Other Disclosable Interests (Pecuniary or Non-Pecuniary) in items on the agenda and their nature.
- Councillors who have declared a Disclosable Pecuniary Interest or Other Disclosable (Pecuniary or Non-Pecuniary) Interest which falls within the Code of Conduct para 12 (4) (b) must leave the room for the relevant items. Failure to register or declare a Disclosable Pecuniary Interest may result in the commission of a criminal offence
125. **Dispensations**
To be advised of written requests from Town Councillors to the Town Clerk to grant a dispensation to stay in the meeting, speak and/or vote on matters for which they have declared an interest in keeping with s33 of the Localism Act 2011 and the Council's adopted Standing Orders and Code of Conduct.
126. **Public Question Time**
Members of the public are invited to comment on and ask questions relating to this agenda or for consideration at future meetings of this committee; the time allowed is at the Chairman's discretion. There is no expectation of any dialogue or ad hoc discussion with the committee at this time.
127. **To approve the minutes of the meeting of this committee held 18/04/2019**

128. **To receive an update from the Town Clerk on the Council's current financial position**
129. **To receive an update from the Town Clerk on progress of matters discussed at previous council and committee meetings, including:**
1. a report to date on the Internal Auditor's recommendations and end-of-year audit,
 - On-going – work in progress
 - Review of special events - working party met on 15.04.19 – to report observation and recommendation to next meeting.
 - Insurance valuation of regalia and painting – 15.05.19
 - Office management systems are under review
 - Year end internal audit

For Approval – the introduction of an Audit Working Group to ensure all recommendations in the Auditors report are actioned.
 2. discussions with WFDC regarding use of the Guildhall – next Localism meeting with WFDC arranged 11/06/19
 3. arrangements with WFDC on the transfer of Load Street public conveniences - next Localism meeting with WFDC arranged 11/06/19
 4. Unity Trust Bank – in the process of setting up all Councillors as signatories and on-line payments
130. **Purchases to note:**
- Repairs to Beale's Corner notice board – Quotation received to repair broken door and replace Perspex (budget signs and notice boards - £100)
 - Purchase of Civic Award - (budget – civic award - £200)
 - Hire of Coach for Together Group Trip - (budget – Together Group - £250)
 - Provide a fireworks display at the Carnival 08.06.19 - (budget – Carnival Fireworks - £2000)
 - general office/admin stationery etc.
 - ongoing work by Lengthsman
131. **Bewdley Market Contract**
For **Approval** – A new contract with LSD Promotions for the running markets within Bewdley Town (income budget – Markets – no budget specified)
132. **Designated Premises Supervisor for Bewdley Town Council**
For **Approval** – to continue with Councillor R Coleman as Bewdley Town Councils designated Premises Supervisor
133. **The Use of Bewdley Town Council Offices by Outside Bodies**
For **Discussion** – to ban the use of Bewdley Town Council offices from being use by outside bodies.
134. **To receive any urgent matters not on this agenda subject to prior notification**
135. **In accordance with the Public Bodies (Admission to Meetings) Act 1960, s1(2)** there may be a resolution to exclude the public and the press from the meeting to allow for discussion of confidential matters relating to any of staff, legal matters or contractual arrangements, the publication of which would be prejudicial to the public interest.
136. **The Use of the Guildhall Meeting Room**
137. Date of next meeting: **To Be Agreed**

Committee members:

Town Councillors: A Coleman
R Coleman
E Davies
P Gittins
P Harrison
L Kearns
H Lacy
D Morehead
R Syanczyszyn