



BEWDLEY
Town Council

Town Clerk's Office
25(A) Load Street
Bewdley
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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 **WEDNESDAY 20th MARCH 2019 at 2pm**

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
13th March 2019

AGENDA

088. Chairman's welcome
089. To receive and note any apologies for absence
090. 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
091. 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.
092. 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.
093. To approve the minutes of the meeting of this committee held 27/02/2019
094. To receive an update from the Treasurer on the Council's current financial position
095. To receive an update from the Town Clerk on progress of matters discussed at previous council and committee meetings, including:
- a report to date on the Internal Auditor's recommendations and end-of-year audit,
- purchases including payment to Neighbourhood Plan support

- review of insurance needs now completed, annual insurance cover renewed
 - Wyre Hill play equipment (confirmation from landlord to proceed, equipment ordered)
 - lease for the Riverside North Park paddling pool
 - arrangements with WFDC on the transfer of Load Street public conveniences
 - arrangements with WFDC regarding small business rates relief
 - early discussions with WFDC regarding use of the Guildhall
 - accounting software (current software may not be sufficient for digital HMRC uploads)
- 096 To approve arrangements for the signing of cheques / authorising online payments in the event that only one or none of the current bank signatories are re-elected on 2nd May 2019. Members are asked to agree that current signatories be allowed to continue authorising payments after 02/05/2019 even if they are no longer serving members of the council.
- 097 Purchases to note:
- repairs to Beale's Corner notice board. Arrangements to be advised.
 - Annual inspection of play equipment (Wyre Hill play area)
 - update of Mayor's name on Guildhall register board
 - ongoing work by Lengthsman
 - road closure notice for St George's Parade
 - general office/admin stationery etc.
- 098 To approve adoption of the following policies:
- Children and Vulnerable People Protection Policy (based on Town Council engagement with the community via parades, Together Group, Young Mayor scheme etc)
 - A Protocol for Councillor / Officer Relations (based on nationally accepted best practice and in the light of recent national scrutiny of members' standards)
 - IT and Acceptable Use Policy (a protocol for officers and members using office equipment)
- 099 To be updated on the arrangements for Sunday Town Markets in Bewdley and to agree the date of the 2019 Christmas Market and Lights switch-on as 30/11/2019.
- 100 To note query about involvement in Bewdley Carnival and provision of annual fireworks; members recommendation to be reported to next Town Council meeting.
- 101 To agree renewal of Lengthsman scheme arrangements with Worcestershire County Council and contractor. Reimbursement amounts to stay the same for 2019/20
- 102 To receive any urgent matters not on this agenda subject to prior notification
- 103 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.
- 104 Date of next meeting: Wednesday 22nd May 2019 or 19th June 2019

Committee members:

Town Councillors: J Byng (Chairman)
 J Beeson
 A Coleman
 R Coleman
 E Davies
 P Harrison
 D Killingworth (vice-Chairman)
 G Yarranton