



Barnstaple Town Council

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Mr Robert Ward, Town Clerk

There will be a meeting of the **FINANCE & GENERAL PURPOSES COMMITTEE** on **MONDAY 17th February 2020 at 7.00PM** in **THE GUILDHALL, BUTCHERS ROW, BARNSTAPLE** to which you are summoned for the transaction of the under mentioned business.

Robert Ward
Town Clerk
11th February 2020

Members of the Committee:

Chairman: Cllr J Phillips

Councillors: V Monk, V Elkins (Deputy Mayor ex-officio), A Windsor, I Roome, J Hunt, J Carter, J Wilsher, A Rennles (Mayor ex-officio), L York, A Shah, S Jusef, V Nel (Vice Chairman), J Slee, J Orange and G Marchewka.

Public Participation In accordance with Standing Order 84 a period not exceeding 15 minutes will be set aside immediately prior to the start of the meeting for members of the public to ask a question of the chairman, providing the notice of such question has been given to the Town Clerk by 12 noon on the day of the meeting.

Recording, photographs and filming. In accordance with the Council's Protocol for the Recording or Reporting of Council and Committee Meetings, the press or public may audio-record, photograph or film meetings, or report from the meeting using social media. As such, members of the public may be recorded or photographed during the meeting. Anyone wishing to record or photograph the meeting must notify the Town Clerk before the commencement of the meeting.

AGENDA

1. Apologies for absence

2. Declarations of interest and dispensations received

3. Minutes

To approve as a correct record the minutes of the meeting held on 13th January 2020

4. Financial Reports

To receive and approve financial statements and budget monitoring reports, and to agree any actions arising.

- a) Budget Variance Report
- b) Bank Transactions Report
- c) Business Direct Reserve Account and petty cash account for Barum House
- d) Aged Debtors and Aged Creditors Analyses, and Nominal Balances
- e) Direct Debit and Credit Card Reports

5. To receive and consider the updated Fees and Charges for 2020-2021 (attached)

6. To receive an update on the Grants Meeting, Thursday 27th February, the applications received and the process for awarding the grants.

7. To receive and consider the terms and conditions for the Strategic Community Fund (report to follow).

8. To consider the request for the Virement of the following Funds within the 2020-21 budget to the Salaries budget to support the appointment of the Assistant Town Clerk

Nominal Code	Title	Sum
9039	Contingency	20,000
5229	Neighbourhood Plan Reserve	7,000
9037	Building Review Reserve	9,000
	Total	£36,000

9. To consider an offer of Replacement Councillor Robes from Petroc College.

10. Matters to be taken in the absence of Press and Public (Public Bodies (Admissions to Meetings) Act 1960) as the items contain exempt information as defined by Standing Order 81(a).

11. To receive an update on progress made reviewing and updating rents and the management of Town Council properties (report to follow).