



BARNSTAPLE TOWN COUNCIL

Mr W Austin BA (Hons)
Town Clerk



QUALITY
TOWN
COUNCIL

BARUM HOUSE
THE SQUARE
BARNSTAPLE
DEVON EX32 8LS

Telephone: (01271) 373311
Fax: (01271) 321987

E.Mail: admin@barnstapletowncouncil.co.uk
www.barnstapletowncouncil.co.uk

There will be a meeting of the **FINANCE & GENERAL PURPOSES COMMITTEE** on **MONDAY 11TH JUNE 2018 at 7.00PM** in the **THE GUILDHALL, BUTCHERS ROW, BARNSTAPLE** to which you are summoned for the transaction of the under mentioned business.

W Austin
Town Clerk
6th June 2018

Members of the Committee:

Chairman: Cllr S Upcott

Councillors: Mrs V Monk (Vice-Chairman), Mrs V Elkins, F Vernon, A Windsor, Mrs S Haywood, I Roome (Mayor ex officio), Mrs J Hunt, J Phillips, J Carter, Mrs J Wilsher, Ms N Haywood, M Kennaugh, G Langford, A Rennles (Deputy Mayor ex officio), Mrs L York and J Williams.

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. To approve as a correct record the minutes of the meetings held on 14th May 2018 and 21st May 2018.
4. 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 appoint the Corporate Governance Working Party membership for the year 2018-2019.
6. Tour of Britain Cycle Race – to consider the Town Council’s involvement in activities leading up to the race.
7. Procedural Manual for the Recording, Storage and Conservation of Heritage Artefacts – to consider a recommended draft, and to consider the following resolution agreed by Heritage, Culture & Community Committee:
 - That any future reviews of the Manual are dealt with by the Heritage, Culture and Community Committee.

Matters to be taken in the absence of press and public, in accordance with the Public Bodies (Admissions to Meetings) Act 1960, as the item contains exempt information as defined by Standing Order 81(c, d and f).

8. Barnstaple Fair – to consider the contractual arrangements.
9. Barnstaple Guildhall – to consider and determine a recommendation from the Buildings Review Committee.