

7<sup>th</sup> June 2017

**To: Members of Finance and Policy Committee**

Dear Councillor

A meeting of the **Finance & Policy Committee** will be held at 3 New Street, Daventry, NN11 4BT on **Monday, 12<sup>th</sup> June 2017 at 6.30pm.**

Members are reminded to sign the attendance register on entering the Council Chamber.

Yours sincerely



Deborah Jewell  
Town Clerk

**The press and public are cordially invited to be present.**

**Mobile phones must be switched off or turned to silent during the meeting.**

**Polite request:** If you wish to film or record the meeting, please advise the Clerk in advance so that any necessary arrangements can be made to avoid disrupting the meeting and/or the view of the meeting by other members of the public. Any recordings made are your responsibility.

**Audio recording notice:** Please note, this meeting may be recorded - at the start of the meeting the Chairman will confirm if all or part of the meeting is being recorded. You should be aware that the Council is a Data Controller under the Data Protection Act. Data collected during this recording will be retained for a period of 6 months.

## **A G E N D A**

**Open Forum.**

**FP1707.1 Apologies for absence.**

**FP1707.2 Declaration of Interests.** Members to declare any interests they consider relevant to specific items identified in this Agenda.

**FP1707.3 Minutes.** To approve and sign as a correct record the Minutes of the Finance and Policy Committee meeting held on Monday, 8<sup>th</sup> May 2017 and Monday, 22<sup>nd</sup> May 2017.

**FP1707.4 Community Grants.** To review following applications received and make any decisions thereon:

- (i) Daventry Tigers Committee

**FP1707.5 Policies.** To review and recommend for approval following policy:

- (i) Use of Council Chamber to outside organisations.

**FP1707.6 Internal Financial Check.**

- (i) To receive a report from Cllrs Taylor and M Wesley on internal financial check for Q4.
- (ii) To appoint two members to carry out an internal financial check, April 2017 to June 2017.

**FP1707.7 Financial Reports**

- (i) To receive council budget/income and expenditure for May 2017.
- (ii) To approve statement of balances and confirm reconciliation of same as at 31<sup>st</sup> May 2017.
- (iii) To approve schedule of payments for period 9<sup>th</sup> May 2017 to 12<sup>th</sup> June 2017.
- (iv) To approve list of petty cash payments, inter account transfers and virements for period 8<sup>th</sup> May 2017 to 1<sup>st</sup> June 2017.

**FP1707.8 Civic Service.** To consider and approve use of Civic Service monies to fund a Mayor's community event.

**FP1707.9 Premises.** To authorise expenditure for the following:

- (i) Replacement data switch and wireless access point
- (ii) New office phone system

**FP1707.10 Legal.** To authorise the Clerk to seek legal advice on following:

- (i) New and amended agreement on Licence to Occupy, on short term basis (in respect of CCTV equipment), on property/land owned by Daventry District Council.
- (ii) Best practice/Agreement to facilitate installation of composting toilets, owned and maintained by allotment association, on Daneholme allotment site.

**FP1707.11 Correspondence.** To note correspondence received and advise action, if any.

**FP1707.12 Date of Next Meeting.** To confirm the date of the next meeting as Monday, 10<sup>th</sup> July 2017.