

8th February 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, 13th February 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.

FP1702.1 Apologies for absence.

FP1702.2 Declaration of Interests. Members to declare any interests they consider relevant to specific items identified in this Agenda.

FP1702.3 Minutes. To approve and sign as a correct record the Minutes of the Finance and Policy Committee meeting held on Monday, 9th January 2017.

FP1702.4 Community Grants. To review following applications received and make any decisions thereon:

- (i) Children Come First
- (ii) Strictly Daventry
- (iii) The Holy Cross Church
- (iv) Street Pastors

FP1702.5 Policies. To review and recommend for approval following policies:

- (i) Code of Conduct
- (ii) Standing Orders
- (iii) Financial Regulations
- (iv) Terms of Reference - Finance & Policy Ctte
- (v) Terms of Reference - Museum Ctte
- (vi) Terms of Reference - Planning & Development Ctte
- (vii) Terms of Reference - Community Services Ctte
- (viii) Terms of Reference - Grievance Panel

FP1702.6 Internal Financial Check.

- (i) To receive a report from Cllrs Simmonds and Taylor on internal financial check for Q3.
- (ii) To appoint two members to carry out an internal financial check, January 2017 to March 2017.

FP1702.7 Financial Reports

- (i) To receive council budget/income and expenditure for January 2017.
- (ii) To approve statement of balances and confirm reconciliation of same as at 31st January 2017.
- (iii) To approve schedule of payments for period 10th January to 13th February 2017.
- (iv) To approve list of petty cash payments, inter account transfers and virements for period 10th January 2017 to 13th February 2017.

FP1702.8 Correspondence. To note correspondence received and advise action, if any.

FP1702.9 Date of Next Meeting. To confirm the date of the next meetings as Monday, 13th March 2017.