

6<sup>th</sup> February 2019

**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 11<sup>th</sup> February 2019 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 until the Minutes have been signed by the relevant Chairman as a true record.

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

**Open Forum.**

**FP1902.1 Apologies for absence.**

**FP1902.2 Declaration of Interests.** Members to declare any interests they consider relevant to specific items identified in this Agenda.

**FP1902.3 Minutes.** To approve and sign as a correct record the Minutes of the Finance and Policy Committee meetings held on Monday 14<sup>th</sup> January 2019.

**FP1902.4 Grants.** To review following applications received and make any decisions thereon:

None received.

**FP1902.5 Policies.** To review and recommend for approval the following

- (i) Code of Conduct
- (ii) Standing Orders
- (iii) Financial Regulations
- (iv) Asset Register

**FP1902.6 Insurance.** To review and approve Insurance provider for the Council year 2019/20-22.

**FP1902.7 Proposed Unitary Structure.** To receive an update from the Clerk.

**FP1902.8 Internal Financial Check**

- (i) To receive a report from Cllrs Thurston and Nicholl on the internal financial check for Q2.
- (ii) To appoint two members to carry out an internal financial check, October 2018 to December 2018.
- (iii) To approve the appointment for one member from F&P and one from full council to carry out internal financial check for Q4/Year End.

**FP1902.9 Financial Reports**

- (i) To receive council budget/income and expenditure for January 2019.
- (ii) To consider and approve allocation of Town Radio to Daventry Norse.
- (iii) To receive statement of Earmarked Reserves for January 2019.
- (iv) To receive report on CIL receipts and expenditure.
- (v) To approve statement of balance and confirm reconciliation of same as at 31<sup>st</sup> January 2019.
- (vi) To approve schedule of payments for the period 15<sup>th</sup> January 2019 to 11<sup>th</sup> February 2019.
- (vii) To approve list of petty cash payments, inter account transfers and virements for the period 15<sup>h</sup> January 2019 to 11<sup>th</sup> February 2019.

**FP1902.10 Correspondence.** To note correspondence received and advise action, if any.

**FP1902.11 Date of Next Meeting.** To confirm the date of the next meeting as Monday 11<sup>th</sup> March 2019.