

7<sup>th</sup> April 2020

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

Dear Councillor

A virtual meeting of the **Finance & Policy Committee** will be held by **video conference call** on **Tuesday 14<sup>th</sup> April 2020 at 6.30pm.**

Yours sincerely



Deborah Jewell  
Chief Officer

**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.**

**FP2005.1 Apologies for absence.**

**FP2005.2 Declaration of Interests.** Members to declare any interests they consider relevant to specific items identified in this Agenda.

**FP2005.3 Minutes.** To approve and sign as a correct record the Minutes of the Finance and Policy Committee meeting held on Monday 9<sup>th</sup> March 2020.

**FP2005.4 Annual Town Meeting (Election of Chair) - Scheduled 18<sup>th</sup> May 2020.** To consider suspension of Annual Town Meeting until May 2021 or on the conclusion of 'lockdown' directive from Central Government.

**FP2005.5 Annual Town Assembly (Parish Meeting) - Scheduled 25<sup>th</sup> April 2020.** To consider and approve suspension of the Annual Town Meeting until 2021.

**FP2005.6 COVID-19.** To receive an update from the Chief Officer on operational matters during the lockdown phase of the pandemic.

**FP2005.7 Transfer of Assets and Devolution of Services from Daventry District Council to Daventry Town Council.** To receive an update from the Chief Officer on the progress of the transfer of assets and services.

**FP2005.8 Purchase of 3 New Street Daventry.**

- (i) To note borrowing approval letter received from the Ministry of Housing, Communities and Local Government.
- (ii) As per the delegation of powers to facilitate the continuation of Council Business, that authorisation be approved for the Chair of Council and the Responsible Finance Officer to sign the loan application form for the sum of £350,000 for the purchase of 3 New Street.

**FP2005.9 Financial Reports**

- (i) To receive council budget/income and expenditure for March 2020.
- (ii) To receive statement of Earmarked Reserves for March 2020.
- (iii) To receive report on CIL receipts and expenditure.
- (iv) To approve statement of balance and confirm reconciliation of same as at 31<sup>st</sup> March 2020.
- (v) To approve schedule of payments for the period 10<sup>th</sup> March 2020 to 14<sup>th</sup> April 2020.
- (vi) To approve list of petty cash payments, inter account transfers and virements for the period 10<sup>th</sup> March 2020 to 14<sup>th</sup> April 2020.

**FP2005.10 Correspondence.** To note correspondence received and advise action, if any.

**FP2005.11 Date of Next Meeting.** To confirm the date of the next meeting as Tuesday 11<sup>th</sup> May 2020.