

Monmouth Town Council

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Date: 2nd March 2021

To the Mayor and Members of Monmouth Town Council NOTICE OF A REMOTE MEETING OF THE FINANCE & POLICY COMMITTEE

You are summoned to attend a Remote Meeting to be held via BT Telephone Conferencing on Monday 8TH March 2021 at 7pm for transacting the following business:

D McNeill

Deborah McNeill
Locum Town Clerk

Members of press and public - to listen in to the meeting please dial Tel: 0800 032 8068 (free of charge) and enter the following passcode when prompted: 11721683 then # and then state your full name.

Agenda Item No.	Details
1	Attendance and apologies for absence
2	Declarations of Members interest and dispensations To receive declarations of interest in items on the agenda in accordance with Part 111 of the Local Government Act 2000, which established the Local Government Code of Conduct for Members.
3	Payments & Budgets a) Payments To approve any payments/late payments b) Budget To note budget details

	<ul style="list-style-type: none"> c) To note the receipts listing d) Bank Recs To approve the bank reconciliations for 28/02/2021 for all cashbooks e) Printers To consider the purchase of 2 x desktop printers for flexible home and office working
4	<p>Financial Year End Underspend To consider and make recommendations to Full Council for the treatment of year end underspends, and to determine whether to transfer to EMRs or General Reserves.</p>
5	<p>Reserves To note anticipated reserves at year end and to approve the level of General Reserves held.</p> <p>General reserves is anticipated at approximately £270,582 which at 70% of 21/22 budgeted spend is considered excessive, as has been noted by the internal auditor. Council noted this at budget setting and have approved measures to reduce General Reserves (see Committed tab of Year End Finances Spreadsheet)</p>
6	<p>Nominal Codes To discuss and agree the proposed additional nominal codes to be created and to agree the allocation of budget amounts to each code.</p>
7	<p>Partnership Agreement To approve the Partnership Agreement with Monmouth Rotary Club for the Green Wall.</p>
8	<p>Internal Controls To review and approve the following internal control documents: including:</p> <ul style="list-style-type: none"> a) risk assessment b) insurance asset cover c) asset register
9	<p>Cycle Infrastructure (EB) To consider the quotes received for the Cycle Shelter and Cycle Hoops for the Cycle Infrastructure Match Funding.</p>
10	<p>Staffing Sub Committee To note that the Staffing Sub Committee have been reporting directly to Full Council during the pandemic.</p>
11	<p>Working Groups To review the working groups as referred by the Task and Finish Group:</p> <ul style="list-style-type: none"> a) MTC Pensions Policy Discretions Review b) Shire Hall Service Level Agreement

12	Committee Work Programme To review the Committee Work Programme.
13	Items for Discussion at Next Meeting To agree any future items for discussion.
14	Date of Next Meeting To agree a date for the next meeting.
15	Exclusion of Public To resolve to exclude members of the press and public from the meeting during consideration of the following items of business, by the Public Bodies (Admission to Meetings) Act 1960, Section 1 (2), on the grounds of confidentiality.
16	Pay Discrepancy To discuss and agree the action to be taken regarding a pay discrepancy.