



## MONMOUTH TOWN COUNCIL

Mayor's Parlour, Shire Hall, Monmouth, NP25 3DY

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### Agenda for Monmouth Town Council Finance and Policy Committee for January 2007

To be Held in The Old Library, Shire Hall, Monmouth  
On Monday 8<sup>th</sup> January 2007  
At 7.00 pm

1. To receive apologies for absence.
2. Declarations of interest in items on the agenda.
3. To consider for approval the minutes of the Finance & Policy Committee of 20<sup>th</sup> November 2006.
4. a To receive the summary of expenditure.  
**Decision Required** To approve the accounts between 14/11/2006 & 31/12/2006 for payment.  
(page 1 )  
  
b To review a statement of the bank reconciliations as at 11/12/2006. (pages 2,3 & 4 ).  
  
c To consider raising a virement to cover over expenditure on the below budget items:  
  
Officer Travel is over budget by £13.00  
This is due to increased travelling by the Clerk to meetings and courses.  
  
Utilities is over budget by £230.00. with pending bills for payment in the sum of £100.00  
This is due to the large increase in wholesale electricity costs.
5. To consider the authorisation of payment of the following invoices and decide where to allocate spending within the agreed budget:

Open Spaces Soc	Renewal of Subscription	£30.00
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6. To Receive RFO's Report.  
N/A
7. To confirm recommendation to full council re budget and precept demand.
8. To consider setting up a Shire Hall working group.
9. To agree purchase of new photocopier for Clerk's office.
10. To consider options regarding change of payroll administration, and agree new charges.
11. To consider request from Community Affairs Committee to use residual funding from Community Grants budget towards contribution for 'Bordertown 20 years on' and 'World Challenge'.

**12. Matters arising from previous meetings: -**

- i) Risk Assessment.
- ii) Sworn Declaration by Derek Watts re use of Shire Hall in 1974.
- iii) Review Staff Appraisals.
- iv) Review change of electricity supplier.
- v) CCTV Partnership Agreement Update.
- vi) Receive Town Council half yearly report on paid invoices and petty cash vouchers.
- vii) Any other matters arising from Finance and Policy Meeting of 20th November not covered elsewhere. As they are not specifically listed, no decisions may be taken on any of these other matters arising.

**13. Any Other Business, ie general information or notification of future discussions, no decisions can be made at this meeting on items that arise under this heading.**

**14. Next meeting Old Library Community Room Monday 12<sup>th</sup> February 2007.**

Sarah Robson  
Town Clerk

2nd January 2007.

For further background information or an explanation of any of the information provided, please contact the Town Clerk on receipt of this agenda. Please also contact the Town Clerk if you foresee any problems with any of the agenda items; if possible these will then be resolved before the meeting.