

Monmouth Town Council

Market Hall
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Monmouth NP25 3XA

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Finance & Policy Committee

**You are summoned to attend a meeting of the committee
To be held on Monday 9th August 2010 at 7.00 pm
at Market Hall, Priory Street, Monmouth
For the purpose of transacting the following business:**

Mrs Susan James Town Clerk

2nd August 2010

AGENDA

32. To receive declarations of interest on items on the agenda

33. To receive apologies for absence

34. To approve and sign the minutes of the previous meetings dated 28th June 2010

35. To receive and approve the summary of expenditure

- i. To approve the accounts for payment between 21/06/2010 & 02/08/2010
- ii. To review a statement of the bank reconciliations as at 30/06/2010 and 31/7/10.
- iii. To review a statement of income as at 31/7/2010
- iv. To receive quarterly report on committee's expenditure to date

36. To receive correspondence

- a. **Michaels Civic Robes** - Invoice £77.20 Paid directly by Mr John Blake
- b. **Superintendent Dave Johnson** – CCTV Presentation
- c. **HM Revenue & Customs** – VAT online enrolment acknowledgement
- d. **Mike Booth** – Acknowledgement of request for Draft Service Level Agreement – Shire Hall
- e. **HM Customs & Excise** – VAT Account Credit of £3338.21
- f. **HM Revenue & Customs** – VAT Details of Assessment

- 37. To consider action review summary**
- 38. To discuss CCTV in Monmouth**
- 39. To discuss CSAT'S issues**
- 40. To discuss protocol and procedure**
- 41. To agree format and a voting system to select a candidate after interview at the next Town Council meeting on Monday 6th September**
- 42. To appoint Councillor(s) to carry out twice yearly internal audit.**
- 43. To confirm re-appointment of Mr Clive James as Internal Auditor as per the Accounts and Audit (Wales) Regulations**
- 44. To agree that the Town Council formally request the Royal British Legion to organise the Civic Remembrance Day service and parade on behalf of the Town Council.**
- 45. Consider main objectives for coming year**
- 46. Consider Annual report**
- 47. Review Standing Orders.**
- 48. Review complaints book**
- 49. Review "Any other business" agenda item.**
- 50. To agree items of business for next meeting**
- 51. Date of Next meeting: Monday 20th September 2010, 7pm, The Shire Hall, Monmouth.**

Minutes of the meetings can be found on our website

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.