

Monmouth Town Council

Shire Hall
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Monmouth NP25 3DY

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Finance & Policy Committee

You are summoned to attend a meeting of the committee

**To be held on Monday 3rd October 2011 at 7.00 pm
At The Shire Hall Monmouth**

For the purpose of transacting the following business:

Mrs S James, Town Clerk. Dated 26 September 2011

- 1. To receive declarations of interest on items on the agenda**
- 2. To receive apologies for absence**
- 3. To approve and sign the minutes of the previous meeting dated Monday 22nd August 2011.**
- 4. To receive and approve the summary of expenditure**
 - i. To approve the accounts for payment between 16/08/11 and 27/09/11**
 - ii. To review a statement of the bank reconciliations as at 31/08/11**
 - iii. To review a statement of income from 31/7/2011 to 27/09/11**
 - iv. To receive report on committee's expenditure to 27/09/11.**
- 5. To receive correspondence (listed separately)**
- 6. To consider action review summary and receive Town Clerk's report**
- 7. To discuss CSAT'S issues**
- 8. To approve costs for and confirm signage for Agincourt Toilets**
- 9. Clarify insurance renewal issues**
- 10. To update and confirm procedures - amending minutes, emailing summonses.**
- 11. To clarify web link for Town Guide following Full Town Council recommendation.**

- 12. To resolve 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 (but not to delegate the choice of person to attend the Parade).**
- 13. To confirm occasions for which specific approval should be gained from the Full Town Council for the Mayor's Regalia to be worn**
- 14. To complete Draft Action plan for Charter between MCC, and Community and Town Councils.**
- 15. To discuss and confirm Finance and Policy Committee budget for 2011/12**
- 16. To draw up and confirm a Salvage list for Town Council Property at the Shire Hall**
- 17. To grant Monmouth Rotary Club use of the Town Field for its Bonfire and Fireworks evening 5th November 2011.**
- 18. To consider budget for Councillors training on Disability Awareness Course (GAVO) £450 plus refreshments and room hire costs, (3 hours)**
- 19. To confirm £60 delegate costs + travelling, for Cllr Mrs A Were, attending the 2011 Standards Conference, 5th October 2011 at Llandrindod Wells**
- 20. Items of discussion for future meetings**
To consider other committee budgets and make precept recommendation for 2011-12, to Full Council
- 21. To confirm date of next meeting:**
Monday 14th November 2011, 7pm, Shire Hall, Monmouth

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.