

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 21st November 2011 at 7.15 pm
At The Shire Hall Monmouth**

For the purpose of transacting the following business:

Mrs S James, Town Clerk. Dated 15th November 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 3rd October 2011.**
- 4. To receive and approve the summary of expenditure**
 - i. To approve the accounts for payment between 28/9/11 and 14/11/11**
 - ii. To review a statement of the bank reconciliations as at 30/9/11 and 31/10/11**
 - iii. To review a statement of income from 28/9/11 to 14/11/11**
 - iv. To receive report on committee's expenditure to 14/11/11.**
- 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 discuss and confirm Finance and Policy Committee budget for 2012/13**
- 9. To consider other Committee Budgets and to agree precept recommendation for 2012-2013 for Full Council**
- 10. To discuss and resolve issues regarding Co-option Procedures complaint and the Ombudsman's Office response**

- 11. To confirm membership renewal of LCAS at £95 + VAT**
- 12. Review of position on CCTV**
- 13. To consider upgrade for Braille printer**
- 14. To consider appointing a trainee Mace Bearer**
- 15. To discuss advertising in good time for next year's elections**
- 16. To discuss communication of Town Councils work to the public.**
- 17. To agree terms of appointment, fees, and scope of work of Internal Auditor.**
- 18. Items of discussion for future meetings**
- 19. To confirm date of next meeting:**
Monday 19th December 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.