



**WADEBRIDGE TOWN COUNCIL
FINANCE & GENERAL PURPOSES COMMITTEE**

7.00pm

MONDAY 10 SEPTEMBER 2018

VICTORIA ROOM, THE TOWN HALL, THE PLATT, WADEBRIDGE, PL27 7AQ

Town Mayor – Cllr Philip Mitchell

Town Clerk: Anne Minnis

4 September 2018

Dear Councillor,

You are hereby summoned to attend the meeting of the Finance & General Purposes Committee to be held in the Victoria Room, Wadebridge Town Hall on Monday 10 September 2018 at 7.00pm.

A handwritten signature in black ink, appearing to read 'Anne Minnis', is placed above the printed name.

Anne Minnis
Town Clerk

THE PRESS & PUBLIC ARE INVITED TO ATTEND

AGENDA

Housekeeping – The Chairman to advise of evacuation routes in case of an emergency and reminded all those present of the following:

- That the meeting may be filmed or recorded.
- Members and members of the public to turn mobile phones to silent.
- Should a Member or member of the public wish to film or photograph the meeting please sit in the 'Film/Photograph Area'.
- Members of the public, children or vulnerable persons who do not wish to be filmed or photographed please sit in the 'No Film/Photograph Area'.

1. To receive and approve apologies for absence

2. To receive Declarations of Interest

a) Pecuniary Interests

Declare those interests which have been declared on your Register of Interests relevant to the Agenda of the meeting. Whenever the item is being discussed, including public participation, Councillors must leave the room and not take part in the discussion and decision.

b) Non Registerable Interests

Declare non registerable interests at the start of the meeting or whenever the interest becomes apparent. When the item is being discussed, including public participation, Councillors must leave the meeting and not take part in the discussion or decision.

c) Dispensations

To receive any requests for dispensations relating to items on the agenda.

3. To confirm the Minutes of the meeting held on the 4 June 2018.

4. Public Participation – to receive submissions from members of the public relating to items on the agenda.

5. Grant Applications – to consider the following grant requests:

- a) Camel Community Supported Agriculture (CSA)**
- b) Churches Together.**

6. Finance

- a) To review budget monitoring figures to 31 July 2018;
- b) To review the bank reconciliation to 31 July 2018;
- c) To receive updated documents: Financial Risk Assessment September 2019 (*tabled*);
- d) To agree a Councillor to carry out a review of internal controls (with another Councillor already appointed) following the resignation of the previous postholder;
- e) To consider the Town Council's response to the Internal Audit Report for year ended 31/03/18;
- f) To discuss and consider the purchase of equipment to facilitate card payments in the office and over the phone.

7. Rugby Club Revaluation – to discuss quotes received for the 3 yearly rent review and agree appointment.

8. Precept 2019/20 – to consider items for Precept and discuss.

9. Dates of next meetings

- **Full Council** – Wednesday 12 September 2018, 7pm, Town Hall
- **Full Council** – Wednesday 3 October 2018, 7pm, Town Hall