



BARNSTAPLE TOWN COUNCIL

Mr W Austin BA (Hons)
Town Clerk



QUALITY
TOWN
COUNCIL

BARUM HOUSE
THE SQUARE
BARNSTAPLE
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There will be a meeting of the **FINANCE & GENERAL PURPOSES COMMITTEE** on **MONDAY 11TH DECEMBER 2017 at 7.00PM** in the **THE GUILDHALL, BUTCHERS ROW, BARNSTAPLE** to which you are summoned for the transaction of the under mentioned business

W Austin
Town Clerk
5th December 2017

Members of the Committee:

Chairman: Cllr S Upcott

Councillors: Mrs V Monk, Mrs V Elkins, F Vernon, A Windsor, Mrs S Haywood (Vice-Chairman), I Roome (Deputy Mayor ex-officio), Mrs J Hunt (Mayor ex-officio), J Phillips, J Carter, Mrs J Wilsher, Ms N Haywood, M Kennaugh, I Williams, G Langford, Mrs L York and J Williams.

Public Participation In accordance with Standing Order 84 a period not exceeding 15 minutes will be set aside immediately prior to the start of the meeting for members of the public to ask a question of the chairman, providing the notice of such question has been given to the Town Clerk by 12 noon on the day of the meeting.

Recording, photographs and filming. *In accordance with the Council's Protocol for the Recording or Reporting of Council and Committee Meetings, the press or public may audio-record, photograph or film meetings, or report from the meeting using social media. As such, members of the public may be recorded or photographed during the meeting. Anyone wishing to record or photograph the meeting must notify the Town Clerk before the commencement of the meeting.*

AGENDA

1. Apologies for absence.
2. Declarations of interest and dispensations received.

3. To approve as a correct record the minutes of the meeting held on 16th October 2017 (attached).
4. To receive and approve financial statements and budget monitoring reports, and to agree any actions arising (reports to follow).
 - a) Budget Variance Report
 - b) Bank Transactions Report
 - c) Business Direct Reserve Account and petty cash account for Barum House
 - d) Aged Debtors and Aged Creditors Analyses, and Nominal Balances
 - e) Direct Debit and Credit Card Reports
5. Budget and Precept 2018-19 (papers to follow):
 - a) To receive and consider draft estimates for the 2018/19 Finance & General Purposes Committee budget and precept request.
 - b) To receive and consider Town Council Committees' budgets and precept requests, and make a recommendation to Full Council for a budget and precept for 2018/19.
6. External Audit – to receive and note information regarding the appointment of an external auditor (attached).
7. Internal Audit – to receive and note the interim report of the internal auditor (attached), and agree any actions arising.
8. Unofficial Mayoral Sashes – to consider a request from the Mayor to present unofficial sashes to a service user at Silverhill Lodge and a student at Pathfield School, and the 2018 Mayor Making ceremony.