



Shaftesbury Town Council

Town Hall, Shaftesbury, Dorset. SP7 8LY

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To: Members of Shaftesbury Town Council's

General Management Committee,

Councillors: Lester Taylor (Chair), Andy Perkins (Vice-Chair), George Hall, Mark Jackson, Anthony Austin, Piers Brown, Philip Proctor.

All other recipients for information only.

You are required to attend a meeting of the Committee
**to be held at 7.00pm on Tuesday 21st February 2017 in the Council Chamber,
Shaftesbury Town Hall**

For the transaction of the business shown on the agenda below.

Sue Wilthew

Interim Town Clerk

Members are reminded of their duty under the Code of Conduct

Public Participation

The Chairman will invite members of the public to present their questions, statements or petitions submitted under the Council's Public Participation Procedure.

Members of the public and Councillors are entitled to make audio or visual recordings of the meeting provided it does not cause disruption or impede the transaction of business. Out of courtesy to those present, the Council requests that intention to record proceedings is brought to the Chairman's attention prior to the start of the meeting.

Agenda Item	
01. Apologies	To receive and consider for acceptance, apologies for absence
02. Declarations of Interest and Dispensations	Members and Officers are reminded of their obligations to declare interests in accordance with the Code of Conduct 2012. The Clerk will report any dispensation requests received.
03. Minutes	To confirm as a correct record, the minutes of the previous meeting of the Committee held on 17 th January 2017.

Report 0217GEM03

Agenda Item		
04. Payments		p4
	To consider payments for authorisation.	
		Report 0217GEM04
05. Finances – Quarter 3		p6
	To receive the Town Council's accounts for the third quarter of the financial year 2016/17	
		Report 0217GEM05
06. Westminster Memorial Hospital Working Group		p11
	To consider the future of the Westminster Memorial Hospital Working Group	
		Report 0217GEM06
07. Grounds Unit		p12
	To consider extending the lease of the Grounds Team's Unit at 9c Wincombe Business Park.	
		Report 0217GEM07
08. Planning and Tree Applications		p13
	To consider responses to Planning and Tree Applications and submit to the Planning Authority.	
		Report 0217GEM08
09. Officer Report and Future Meetings of the Committee		p16
	To receive any correspondence and updates relating to the work of the Committee, to confirm the date of the next meeting and to identify matters for inclusion on the agenda.	
		Report 0217GEM09

**Report 0217GEM03 to a Meeting of Shaftesbury Town Council's
General Management Committee,
to be held at 7.00pm on Tuesday 21st February 2017 in the Council
Chamber, Shaftesbury Town Hall**

Minutes

1. Purpose of Report

To confirm as a correct record, the minutes of the previous meeting of the Committee held on 17th January 2017

2. Recommendation

- 2.1. That the Committee confirms as a correct record, the minutes of the meeting held on 17th January 2017.
- 2.2. That the Committee authorises the Chair to sign the minutes of the 26th July 2016 which were approved at the meeting of the 27th September 2016.

3. Background

- 3.1. Minutes are prepared as a record of the decisions taken at any meeting of the Council or its Committees. A resolution is passed to approve the minutes for accuracy and they are then signed by the chair of the meeting at which they were approved.
- 3.2. At its meeting of 27th September 2016, the minutes of 26th July were approved for accuracy and reported as signed, but the Chair didn't sign the minute book. Signed minutes for a legal record of the meeting and must be signed. This Committee is asked to resolve that the current Chair signs the minutes of 26th July 2016 and a minute is taken to that effect.

4. Financial Implications

- 4.1. There are no financial implications arising from this report.

5. Legal Implications

- 5.1. Minutes must be signed and form a legal record

6. Risks

- 6.1. There is a risk that the minutes would not be admissible in court if required.

(End)

Report Author:
Claire Commons
Interim Deputy Town Clerk

**Report 0217GEM04 to a Meeting of Shaftesbury Town Council's
General Management Committee,
to be held at 7.00pm on Tuesday 21st February 2017 in the Council
Chamber, Shaftesbury Town Hall**

Payments

7. Purpose of Report

To consider payments for authorisation.

8. Recommendation

- 8.1. That the Committee approves the payments totalling £28383.99 from the Town Council's current account as detailed in Appendix A

9. Background

- 9.1. A detailed list of payments for authorisation is provided at **Appendix A**. An update may be provided to the Committee prior to or at the meeting.

10. Financial Implications

- 10.1. Financial Regulation 5.2 requires the RFO to prepare a schedule of payments requiring authorisation to be presented to the council or finance committee. Personal payments (including salaries, wages, expenses and any payment made in relation to the termination of contract of employment) may be summarised to remove public access to any personal information.

11. Legal Implications

- 11.1. There are no legal implications arising from this report.

12. Risks

- 12.1. There is a risk of not paying suppliers within a reasonable time.

(End)

Report Author:
Claire Commons
Interim Deputy Town Clerk

Printed on : 14/02/2017

Shaftesbury Town Council

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At : 10:35

NatWest Current A/c

List of Payments made between 25/01/2017 and 20/02/2017

<u>Date Paid</u>	<u>Payee Name</u>	<u>Cheque Ref</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
25/01/2017	NDDC	Std Ord	242.00		Rates Swimming Pool
26/01/2017	Plusnet Ltd	DD	28.20		Telepone/Broadband
30/01/2017	British Telecommunications	dd	47.52		Phones Services 852790
30/01/2017	British Telecommunications	dd.	54.00		Line Rental 851212
30/01/2017	Nat West Credit Card	Direct Deb	129.00		Credit Card Payment
30/01/2017	HMRC Repay Correction	CORRECTION	200.00		Correction to input error
31/01/2017	Corona Energy	DD.	512.99		Gas December
31/01/2017	ICO	DD	35.00		ICO Data Protection
31/01/2017	Salaries January	ONLINE	9,019.90		Salaries January
02/02/2017	Eon	DD..	159.74		Purchase Ledger Payment
06/02/2017	Hitachi Capital	DD	5,600.00		VAT New Mower
08/02/2017	British Telecommunications	DD.	91.80		Broadband 4126 2689
13/02/2017	British Telecommunications	dd	37.37		Mobile Phones Grounds
13/02/2017	Fuel Genie	DD	157.14		Fuel January
13/02/2017	Hitachi Capital	DIRECTDEBI	899.20		HP Monthly Payment
20/02/2017	ACE Plumbing and Heating	012900	138.84		Replace float valve Disab. WC
20/02/2017	Bourne-Romsey Fire Protection	012901	100.80		Service Fire Extinguishers
20/02/2017	Chris Berwick Ltd	012902	3,438.00	R34	Yew - Trinity
20/02/2017	British Gas	012903	64.02		Electric Unit 9c
20/02/2017	Screwfix (Trade UK)	012904	22.99		Rechargeable Work Light
20/02/2017	The IT Department Solutions Lt	012905	2,298.79		2 x Computers, monitors & inst
20/02/2017	Glasdon UK Ltd	012906	409.63		Two Topsy Royal Bins
20/02/2017	LGRC Associates Ltd	012907	2,617.20		Interim Mangament Clerk
20/02/2017	Firmsites Ltd	012908	165.00		Website Hosting
20/02/2017	Mole Countrystores	012909	146.97		Saftey Wellingtons
20/02/2017	Toogoods Prperty Co Ltd	012910	119.51		Water Rates (revised) Unit 9c
20/02/2017	David A Graham Associates Ltd	012911	369.00		Road Safety Audit Christys Lan
20/02/2017	Lyreco	012912	624.95		Stationery for SOB
20/02/2017	Imprint Graphics	012913	180.00		Printing Bags SOB
20/02/2017	Clarity Copiers Ltd	012914	69.05		Printing/Copying Jan
20/02/2017	Richard Tippins	012915	34.65		Travel to EventsOct to Dec
20/02/2017	Travis Perkins	012916	37.53		Gloves, safety specs
20/02/2017	Wessex Fire & Security Limited	012917	73.20		Call out to alarm
20/02/2017	Busy Bees	012918	260.00		Town Hall cleaning January

Total Payments	<u>28,383.99</u>
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**Report 0217GEM05 to a Meeting of Shaftesbury Town Council's
General Management Committee,
to be held at 7.00pm on Tuesday 21st February 2017 in the Council
Chamber, Shaftesbury Town Hall**

Finances – Quarter 3

1. Purpose of Report

To receive the Town Council's accounts for the third quarter of the financial year 2016/17

2. Recommendation

- 2.1. That the Committee receives and notes the report, noting the cleared bank balances as at 31st December 2016 held in each bank account; Nat West Current Account £408,919, Nat West Reserve Account £89,499, Town Hall Petty Cash £7, Swimming Pool Petty Cash £70.00

3. Background

- 3.1. Cleared bank balances and earmarked reserves are shown on the detailed balance sheet at **Appendix B**.
- 3.2. The Town Council's summary of progress against budget is shown on the Income and Expenditure at **Appendix C**.
- 3.3. Purchase and Sales Leger Balances are shown at **Appendix D**.
- 3.4. A detailed income and expenditure report is available on request.
- 3.5. Key variances to note are;
- Staffing. There are currently vacancies for the Town Clerk and for a Grounds Person / Orderly.
 - Civic. There have been no Civic Events organised by the Mayor, not all Councillors are taking the Councillor Allowance and there was an underspend on the Queen's 90th Birthday celebrations.
 - Finance. This includes the s.106 income and expenditure for the MUGA and outdoor gym at Barton Hill.
 - Legal and Professional. Audit fees do not come in until the end of the financial year, there have been no election costs in the first three quarters.
 - Allotment. Rents due in January.
 - Cemetery. No major expenses to date, repairs to Lych Gate required.
 - General Grounds. Verge Cutting income from the Service Level Agreement was not included in the budget.
 - Local Delivery Services. Water invoice for the public conveniences awaited.

4. Financial Implications

4.1. There are no financial implications arising from this report.

5. Legal Implications

5.1. Financial Regulation 2.2 requires that at least once in each quarter, and at each financial year end, a member other than the Chairman or a cheque signatory shall be appointed to sign the reconciliations and the original bank statements (or similar document) as evidence of verification. This activity shall on conclusion be reported, including any exceptions, to and noted by the Finance Committee.

5.2. Financial Regulation 4.8 requires that the RFO shall regularly provide the council with a statement of receipts and payments to date under each head of the budgets, comparing actual expenditure to the appropriate date against that planned as shown in the budget. These statements are to be prepared at least at the end of each financial quarter and shall show explanations of material variances. For this purpose, "material" shall be in excess of £100 or 10% of the budget.

6. Risks

6.1. There are no risks identified arising from this report.

(End)

Report Author:
Claire Commons
Interim Deputy Town Clerk

Date :- 10/02/2017

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Time :- 12:14

Detailed Balance Sheet (Excluding Stock Movement)

Month No: 9 31st December 2016

<u>A/c</u>	<u>Account Description</u>	<u>Actual</u>
<u>Current Assets</u>		
100	Debtors	3,181
105	Vat Control	3,353
200	NatWest Current A/c	408,919
201	NatWest Reserve A/c	89,499
203	Petty Cash	7
204	Petty Cash- Swimming Pool	70
Total Current Assets		505,030
<u>Current Liabilities</u>		
500	Creditors	361
516	PAYE & NI Due	2,710
517	Superannuation Due	2,469
565	Holding Deposits	138
Total Current Liabilities		5,679
Net Current Assets		499,352
Total Assets less Current Liabilities		499,352
<u>Represented By :-</u>		
300	Current Year Fund	133,669
310	General Reserve	133,545
322	EMR CCTV	4,000
323	EMR Cycle Routes	11,500
324	EMR Playground Equipment	11,487
325	EMR Toilet Capital Re-build	21,500
326	EMR Swimming Pool	17,077
327	EMR Town Hall Building Fund	35,000
328	EMR Goldhill Wall	5,000
329	EMR Town Hall Energy Fund	5,000
330	EMR Ground Works Equipment	1,411
332	EMR Heritage Style Lanterns	10,000
333	EMR Town Entrance Sign	705
334	EMR Tree Removal	915
335	EMR Ground Planting	1,700
336	EMR Street Furniture	11,189
337	EMR Tree Planting	2,358
338	EMR Toilet Improvement Fund	3,000
339	EMR Swimming Pool	44,120
340	EMR Neighbourhood Planning	9,686
343	EMR Town Centre Enhancement	11,198
344	EMR Cemetery Enhancement	2,304
345	EMR Jubilee Park Enhancement	8,000
346	EMR Community Hall Cockrams	3,000
347	EMR Vehicles	10,000
348	EMR Replacement IT Equipment	1,988
Total Equity		499,352

Appendix C.

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Summary Income & Expenditure by Budget Heading 31/12/2016

Month No : 9

Cost Centre Report

		Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Of Budget
402 Staffing Costs	Expenditure	226,185	158,465	266,916	108,451		108,451	59.4 %
	Income	9,956	10,055	10,055	0			100.0 %
301 Civic	Expenditure	6,774	3,777	8,780	5,003		5,003	43.0 %
302 Legal and Professional	Expenditure	32,920	21,972	38,750	16,778		16,778	56.7 %
	Income	1,005	1,075	0	1,075			0.0 %
303 Grants & SLA	Expenditure	55,197	28,022	39,000	10,978		10,978	71.9 %
304 Finance	Expenditure	2,113	17,532	100	-17,432		-17,432	17532.0 %
	Income	452,463	464,742	446,936	17,806			104.0 %
401 General Running Costs	Expenditure	16,883	9,728	14,050	4,322	73	4,249	69.8 %
	Income	0	0	0	0			0.0 %
101 Allotment	Expenditure	628	715	1,025	310		310	69.8 %
	Income	1,574	133	1,676	-1,543			7.9 %
102 Cemetery	Expenditure	530	643	3,060	2,417		2,417	21.0 %
	Income	3,435	2,238	2,200	38			101.7 %
103 General Grounds	Expenditure	33,905	27,184	38,361	11,177	1,236	9,942	74.1 %
	Income	3,146	8,494	3,165	5,329			268.4 %
105 Local Delivery services	Expenditure	13,459	7,113	15,980	8,867		8,867	44.5 %
	Income	7,754	6,253	7,500	-1,248			83.4 %
201 Town Hall	Expenditure	20,789	15,618	22,110	6,492	235	6,258	71.7 %
	Income	55,522	35,247	47,100	-11,853			74.8 %
305 Swimming Pool	Expenditure	0	36,571	40,500	3,929		3,929	90.3 %
	Income	0	18,272	15,500	2,772			117.9 %
901 Reserves & Projects	Expenditure	80,387	62,828	219,813	156,985	250	156,735	28.7 %
	Income	31,051	6,153	0	6,153			0.0 %
902 Capital Replacement Reserve	Expenditure	0	0	44,000	44,000		44,000	0.0 %
INCOME - EXPENDITURE TOTALS								
	Expenditure	489,771	390,167	752,445	362,278	1,793	360,485	52.1 %
	Income	565,905	552,660	534,132	18,528			103.5 %
	Net Expenditure over Income	-76,135	-162,493	218,313	380,806			

Appendix D.

Printed On : 12/01/2017

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At : 16:05

Purchase Ledger Aged Account Balances

Outstanding Balances by Month as at : 31 DEC 2016

User : TM

Supplier Code	Supplier Name	Balance	Dec 2016	Nov 2016	Oct 2016	Sep 2016	Prior to and Aug 2016
BT	BT	416.71	416.71	0.00	0.00	0.00	0.00
GAS	BRIT GAS	181.72	354.51	0.00	0.00	0.00	-172.79
SLCC	SLCC	-150.00	-150.00	0.00	0.00	0.00	0.00
SYDENHAMS	SYDENHAMS	-87.20	0.00	-69.76	-18.00	0.00	0.56
<i>Sub Total for Purchase Ledger</i>		361.23	621.22	-69.76	-18.00	0.00	-172.23
TOTAL PURCHASE LEDGER BALANCES		361.23	621.22	-69.76	-18.00	0.00	-172.23

Date :- 12/01/2017

Shaftesbury Town Council

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Time :- 16:03

Sales Ledger Aged Account Balances

User : TM

Outstanding Balances by Month as at : 31/12/2016

A/C Code	Customer Name	Balance	Dec 2016	Nov 2016	Oct 2016	Prior Months	On A/c Pymnts
ADDAMS	ADDAMS	10.00	0.00	0.00	0.00	10.00	0.00
DAPM	DORSET AGE	25.00	0.00	0.00	0.00	25.00	0.00
DAVISG	DAVISG	198.00	198.00	0.00	0.00	0.00	0.00
FOOTBALL	FOOTBALL	1,099.98	0.00	0.00	0.00	1,099.98	0.00
SCOTD	SCOTTISH DANCE	129.50	27.50	-118.00	110.00	110.00	0.00
SH VIS IMP	SH VIS IMP	55.00	0.00	0.00	55.00	0.00	0.00
ST JAMES	ST JAMES	55.00	0.00	55.00	0.00	0.00	0.00
STEPS	STEPS	55.00	0.00	55.00	0.00	0.00	0.00
TASK	TASK FORCE	1,290.00	0.00	1,290.00	0.00	0.00	0.00
WOOL	WOOL	264.00	0.00	264.00	0.00	0.00	0.00
Total Sales Ledger No 1		3,181.48	225.50	1,546.00	165.00	1,244.98	0.00
TOTAL SALES LEDGER BALANCES		3,181.48	225.50	1,546.00	165.00	1,244.98	0.00

**Report 0217GEM06 to a Meeting of Shaftesbury Town Council's
General Management Committee,
to be held at 7.00pm on Tuesday 21st February 2017 in the Council
Chamber, Shaftesbury Town Hall**

Westminster Memorial Hospital Working Group

1. Purpose of Report

To consider the future of the Westminster Memorial Hospital Working Group

2. Recommendation

- 2.1. That the remit and lifetime of the Westminster Memorial Hospital Working Group beyond the conclusion of the CCG consultation be established.

3. Background

- 3.1 It was **RESOLVED** at Full Council on 6th December 2016 that a working group be established through the General Management Committee to include representatives of all interested parties. This working group to report to the General Management Committee. It was reported that a small amount of printing could be achieved within the Clerk's delegated authority.
- 3.2 It was **RESOLVED** at Full Council on 24th January 2017 that up to £2,000 be made available for the Save our Beds campaign. (*Financial Implication £2,000, Printing, Stationery and Grant budgets*).
- 3.3 Completed consultation questionnaires are required to be returned and received by Dorset CCG on 28th February 2017.
- 3.3 A report from the Chair of the Westminster Memorial Hospital Working Group, Councillor Austin, to follow.

4. Financial Implications

- 4.1. There are no financial implications arising from this report.

5. Legal Implications

- 5.1. The Town Council has the Power of General Competence.

6. Risks

- 6.1. There are no identified risks arising from this report

(End)

Report Author:
Barbara Carter
Project Officer

**Report 0217GEM07 to a Meeting of Shaftesbury Town Council's
General Management Committee,
to be held at 7.00pm on Tuesday 21st February 2017 in the Council
Chamber, Shaftesbury Town Hall**

Grounds Unit

1. Purpose of Report

To consider extending the lease of the Grounds Team's Unit at 9c Wincombe Business Park.

2. Recommendation

- 2.1. That the Committee recommends to Council that the lease of Unit 9c Wincombe Business Park be extended for a further six years.

3. Background

- 3.1. The Council currently leases Unit 9c Wincombe Business Park for use as the Grounds Unit, which expires on 28th August 2017.
- 3.2. The landlord has indicated that he is happy to extend the lease and that a new six year lease, with a break clause at three years, on six months prior notice be entered in to. This new lease would be in the same format at the current lease.
- 3.3. The current cost of the lease is £7,250 p.a. and they would seek to keep up with modest inflation and that the rent be increased by RPI or CPI, of which they will advise in due course.

4. Financial Implications

- 4.1. There is no expenditure relating to this item at this time.

5. Legal Implications

- 5.1. The Town Council has the Power of General Competence.

6. Risks

- 6.1. The Grounds Team would have no accommodation, to house vehicles and equipment, after August 2017 if the lease is not renewed.

(End)

Report Author:
Barbara Carter
Project Officer

**Report 0217GEM08 to a Meeting of Shaftesbury Town Council's
General Management Committee,
to be held at 7.00pm on Tuesday 21st February 2017 in the Council
Chamber, Shaftesbury Town Hall**

Planning and Tree Applications

1. Purpose of Report

To consider responses to Planning and Tree Applications and submit to the Planning Authority.

2. Recommendation

- 2.1. That the Committee provides its observations on the below mentioned planning applications.
- 2.2. That the Committee provides its observations on the below mentioned tree applications.

3. Background

- 3.1. The closing date of comments on the applications being considered, is prior to the date of the next Planning and Highways Committee.
- 3.2. Shaftesbury Town Council is a statutory consultee which is provided the opportunity to make observations on planning applications within its parish boundary. These observations are reported back to the planning authority in order that it can make an informed decision when determining the applications.
- 3.3. The Committee may request that an application be considered by the planning authority's development management committee if there are matters of particular concern or which would be better considered during debate.
- 3.4. Members are asked to consider for each application shown at **Appendix F**, whether they support the application or object to it. Consideration should be given to matters relating to planning law and also to local knowledge. More guidance on how to comment on planning applications can be found at <http://www.planninghelp.org.uk/improve-where-you-live/how-to-comment-on-a-planning-application>. Applications can be viewed online at <http://planning.nort-dorset.gov.uk/online-applications/>.
- 3.5. Shaftesbury Town Council is not a statutory consultee for tree applications but is provided the opportunity to make observations on tree applications within its parish boundary. These observations are reported back to North Dorset District Council in order that it can make an informed decision when determining the applications.
- 3.6. Applications for consideration are attached at **Appendix F**, including comments as received from the Tree Group.
- 3.7. Tree applications can be viewed online at <http://planning.north-dorset.gov.uk/online-applications/>.
- 3.8. Representations from the Shaftesbury Open Spaces Group and the Shaftesbury Tree Group will be invited.

4. Financial Implications

There are no financial implications arising from this report

5. Legal Implications

The Council is not a statutory consultee on planning applications and tree applications but has been invited to provide observations. The Council does not hold any power to determine the applications itself.

6. Risks

6.1. There are no identified risks arising from this report

(End)

Report Author:
Barbara Carter
Project Officer

Appendix E.

2/2017/0102/HOUSE – 11 Imber Road, Shaftesbury, Dorset SP7 8RX

Erect two storey side extension (demolish existing garage)

Applicant: Miss L Hall

2/2017/0213/CATREE – Wrightson Allotments, Bimport, Shaftesbury, Dorset SP7 8BA

T1 – semi mature Sycamore – Fell, as tree is leaning across the road which suggests a possible hazard. Of low amenity value and contributes to the heavy shade on the allotment plots.

2/2017/0151/TPTREE – Trinity Centre, Bimport, Shaftesbury, Dorset SP7 8BW

L1 – Lime – Re-pollard trees 10-19 (repeat every 3-4 years) and reduce the height of the main trunks of remaining trees 20-23 and 61-82 to 3-4m – see application for supporting reasons.

2/2017/0170/TPTREE – The Chalet, Christys Lane, Shaftesbury, Dorset SP7 8DL

H1 – m2x Beech and 3x Sycamore – Reduce the lower secondary and tertiary laterals overhanging the vets car park by 2m to a height at 5m from ground level, which will avoid damage to vehicles and the trees.

Tree Group Comments: The work does not seem necessary, but we have no objection to it.

2/2017/02017/TPTREE – 17 Victoria Street, Shaftesbury Dorset SP7 8AG

T1 – Sycamore – Remove completely due to it blocking the driveway to the garage.

**Report 0217GEM09 to a Meeting of Shaftesbury Town Council's
General Management Committee,
to be held at 7.00pm on Tuesday 21st February 2017 in the Council
Chamber, Shaftesbury Town Hall**

Officer Report and Future Meetings of the Committee

1. Purpose of Report

To receive any correspondence and updates relating to the work of the Committee, to confirm the date of the next meeting and to identify matters for inclusion on the agenda.

2. Recommendation

- 2.1. That the Committee notes the report and the date of its next meeting.
- 2.2. That the Committee identifies matters for inclusion on its next agenda(s).

3. Updates

No updates relating to the work of the Committee to report.

4. Correspondence

No correspondence have been received;

5. Date of next meeting

- 5.1. The next scheduled meeting of the Committee is 28th March 2017

6. Items for next meeting

- 6.1. The Committee is requested to consider items for inclusion on the agenda for its next meeting to provide sufficient time for matters to be researched and reports written for issue with the agenda papers and in turn provide for greater transparency and informed decision making.
- 6.2. Consideration should be given to the purpose of any subject for inclusion, an indication of what is hoped can be achieved by the items will help to focus the report and subsequent debate and avoid general discussion.
- 6.3. Items already noted for consideration are;
 - Grants and Donations Policy
 - Town Council bank accounts and investments

7. Financial Implications

There are no financial implications arising from this report

8. Legal Implications

There are no legal implications arising from this report

9. Risks

There are no risks identified from this report

(End)

Report Author:
Claire Commons
Intetim Deputy Town Clerk