



LEDBURY TOWN COUNCIL

TOWN COUNCIL OFFICES . CHURCH STREET . LEDBURY
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21 June 2019

TO: Councillors Bannister, Eakin, Harvey, Howells, Manns, Morris, Rae-Clarke

Dear Member

You are hereby summoned to attend a meeting of the **Finance, Policy & General Purposes Committee** which will be held in **The Town Council Offices, Ledbury on Thursday, 27 June 2019 at 7.00pm** for the purpose of transacting the business set out below.

Angela Price
Clerk

FILMING AND RECORDING OF COUNCIL MEETINGS

Members of the public are permitted to film or record meetings to which they are permitted access, in a non-disruptive manner. Whilst those attending meetings are deemed to have consented to the filming, recording or broadcasting of meetings, those exercising the rights to film, record and broadcast must respect the rights of other people attending under the Data Protection Act 1998.

A G E N D A

1. Apologies

2. Declarations of Interests

To receive any declarations of interest and written requests for dispensations.
Members are invited to declare disclosable pecuniary interests and other interests in items on the agenda as required by the Ledbury Town Council Code of Conduct for Members and by the Localism Act 2011.

(Note: Members seeking advice on this item are asked to contact the Monitoring officer at least 72 hours prior to the meeting)

3. Public Participation

Members of the public are permitted to make representations, answer questions and give evidence in respect of any item of business included in the agenda. The period of time, which is at the Chairman's discretion, for public participation shall not exceed 15 minutes. Each member of the public is entitled to speak once only in respect of business itemised on the agenda and shall not speak for more than five minutes. Questions/comments shall be directed to the Chairman.

4. Terms of Reference (Pages 31-32)

Minutes

- 5. To approve the Minutes of the Finance and General Purposes Committee meeting held on 23 May 2019 as a correct record (Pages 33-40)**

Financial Matters

- 6. To approve invoices for payment.* (Page 41)**
*(*As per LTC Financial Regulations, cheques for approved invoices will be signed after the close of this meeting)*
- 7. To receive the record of Receipts and Payments from 1 April to 30 April and 1 May to 31 May 2019 (Pages 42-45)**
- 8. External and Internal Audit (Standing Item) (Pages 46-55)**
To receive an update on the external and/or internal Audits
- 9. To receive year end reports to 31 March 2019 to include the annual return (Pages 56- 60)**
- 10. To receive the Balance Sheet and Trial Balance as at 30 April 2019 (Pages 61-63)**
- 11. To verify bank statements and bank reconciliations produced for the months of March, April and May 2019**
- 12. Ledbury in Bloom 2019**
- i. Judging day Luncheon (Pages 64-66)**
- ii. Replacement Sign (To Follow)**
- 13. Date of next meeting**

The next meeting of the Finance and General Purposes Committee is scheduled for 25 July 2019.

Distribution: Full agenda to: - Committee members (7)
Town Mayor (ex-officio)
Councillor Knight

Agenda excluding confidential papers to:
The Press
Police
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Agenda front pages to all non-committee members