



LEDBURY TOWN COUNCIL

TOWN COUNCIL OFFICES . CHURCH STREET . LEDBURY
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21 February 2020

TO: Councillors Bannister, Eakin (Vice-Chair), Harvey (Chair), Howells, Manns,
and Whattler

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 February 2020 at 7.30pm** for the purpose of transacting the business set out below.

Yours faithfully

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.

Minutes

4. To approve and sign as a correct record the Minutes of an extraordinary meeting of the Finance and General Purposes Committee meeting held on 3 February 2020 (Pages 561-566)

Financial Matters

5. To approve invoices for payment.* (To Follow)
*(*As per LTC Financial Regulations, cheques for approved invoices will be signed after the close of this meeting)*
6. To receive the record of Receipts and Payments for November and December 2019 and January 2020 (Pages 567-586)
7. To receive the Balance Sheet and Trial Balance as 31 December 2019 (Attached) and 31 January 2020 (To Follow) (Pages 587-594)
8. To verify bank statements and bank reconciliations produced for the months of November and December 2019, and January 2020 (To be presented at meeting)
9. To review the budget for third quarter to 31 December 2019 (Pages 595-608)
10. External and Internal Audit (Standing Item)
11. Earmarked Reserves (Pages 609-610)
12. Subscriptions (standing item) (Page 611)
- Herefordshire & Gloucestershire Canal Trust
13. Grant Applications (Pages 612-675)
1. Under £500 applications
- a. Ledbury Community Day
 - b. Ledbury Food Group
 - c. John Masefield High School

2. **Over £500 applications**
 - a. Community Voluntary Action Ledbury District (community Action Ledbury)
 - b. Ledbury Carnival Association
3. **Multi-year application**
 - a. Dream Your Future Counselling

14. **Request from Eastnor Primary School** (Page 676)

Governance

15. **Risk Management (Standing Item)** (Pages 677-685)
Section 1 - Finance

16. **To receive update on progress ICT managed system project**
(If any)

17. **General Data Protection Regulations (GDPR) (Standing Item)**

18. **Council Policies** (Pages 686-690)

Draft Media Policy

19. **Date of next meeting**

The next meeting of the Finance and General Purposes Committee is scheduled for 26 March 2020

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

