



QUALITY  
TOWN  
COUNCIL

website: [www.whitchurchcouncil.uk](http://www.whitchurchcouncil.uk)

# Whitchurch Town Council

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## EXTRAORDINARY FINANCE & RESOURCES COMMITTEE

Members of the Committee named below are summoned to attend the above meeting which will be held on **Thursday 13<sup>th</sup> October** at the **CIVIC CENTRE, Edward German Room**, Whitchurch commencing at **7:00pm**

All Councillors are invited to attend. The meeting is held in public and the public are encouraged to attend and participate. Just occasionally matters such as contractual or staffing matters do have to be held in the confidential part of the meeting.

**Date of Notice: 6<sup>th</sup> October 2016**

Zoë Dean  
**Acting Town Clerk**

**To: Cllrs A Chesters, B Duffy, T O'Neill, T Harris, M Rigley and J Sinnott.**

### AGENDA

**1. APOLOGIES**

To receive any apologies and reasons for absence

**2. DECLARATION OF INTEREST**

To receive any Disclosure of Ordinary or Disclosable Pecuniary Interests in relation to any item on the agenda for the meeting.

**3. MINUTES**

To confirm the minutes of the Finance Committee meeting held on **7<sup>th</sup> September 2016** sign as an accurate record of that meeting (copy attached)

**4. OUTSTANDING MATTERS**

To discuss the raised issues relating to the Accounts 2015/16

**5. PUBLIC PARTICIPATION**

Members of the public are invited to make representations, ask questions and give evidence in respect of business being transacted at the meeting and about any other matter for which the Committee has a responsibility. The Chairman will at this point, suspend Standing Orders to allow any members of the public to address the meeting

**6. ACCOUNTS MONTH 6**

To receive the most up to date copy of the accounts.

**7. BANKING FORMS**

To Cllr McDonald as a signatory at the bank.

**8. CORRESPONDENCE REGARDING VAT**

To receive an update on the VAT issue and training dates.

**9. ASSET REGISTER**

To review the asset register.

**10. GRANTS**

To discuss late grant applications.

**11. BUDGET 2017/2018**

To discuss the budget for the coming year.

**12. CHRISTMAS LIGHTS SCHEME 2016**

To recommend approval for the 2016 scheme.

**13. PARISH PLAN REFRESH**

To discuss allocating funding to the Parish Plan Refresh when the budget is set.

**14. FINANCIAL RISK ASSESSMENT UPDATE**

To approve the financial risk assessment.

**15. CONFIDENTIAL BUSINESS**

To resolve that under the Public Bodies (Admissions to Meetings) Act 1960, the public and press be excluded for the remainder of the meeting because of the likely disclosure of private and confidential information or staff matters.

**16. STAFF SALARIES**

To discuss the implementation of the updated NJC pay scales as of April 2016.

**17. FACILITIES OFFICER**

To discuss hourly wage rise.