**Market Drayton Town Council**

TERMS OF REFERENCE OF COMMITTEES

**Finance and General Purposes Committee**

*The overall purpose of this committee is to ensure that the council’s finances, assets, staffing, risk management and statutory obligations are conducted in accordance with good practice, and to administer services, which are not the responsibility of the other standing committees.*

1 To conduct effectively the Council’s budgetary, financial and precepting responsibilities in accordance with statutory requirements.

2 To consider and keep under review:

(i) the main objectives of the Council.

(ii) all major issues of policy affecting the town council.

(iii) the development of existing, and introduction of new services.

(iv) the order of priorities between services or projects, and to advise other committees accordingly.

1. relationships with Shropshire Council and other public bodies and organizations

3 To consider the financial implications of the Council’s plans for levels of future expenditure and income requirements connection therewith.

4 To regulate and control the finance of the Council.

5 To annually review all charges and fees made or proposed by all committees.

6 To have charge of the financial and accounting arrangements of the Council.

7 To receive reports from the internal and external auditors and approve the annual accounts.

8 To review Standing Orders, terms of reference of committees, terms of delegation to officers and Financial Regulations and recommend amendments to the Council.

9 To be responsible to the Council for and review the effectiveness and efficiency of all services which do not fall within the province of any one committee.

10 To consider any matters affecting members, including members’ allowances and the Council’s Programme of Meetings.

11 To be responsible for the Council's assets, records and archives.

12 To be responsible for council’s properties and other premises owned or leased to the council (save for council properties reserved to other committees according to their responsibilities).

13 To be responsible for public relations and major civic hospitality and ceremonies.

14 To be responsible for the council’s electronic governance arrangements, including the council’s website.

15 To consider applications for grants.

16 To be responsible for expenditure within the limits previously approved by the Council.