12 November 2021

**To:** All members

Councillor T. Manton (Chairman), Councillor B. Chapman (Vice Chairman).

Dear Councillor

**NOTICE IS HEREBY GIVEN** that a **Finance & General Purposes Committee** Meeting will take place at **7.30pm on Thursday 18 November 2021** or immediately following the Planning Committee Meeting.

The meeting is open to the Press and Public.

Members of the press and public will also be able to listen to the meeting by right clicking on the link below, then opening the hyperlink. When the link opens, if you do not have Microsoft teams click on ‘watch on web’ then click on ‘join anonymously’.

<https://bit.ly/3ohgxRu>

The above link will be live at 7.00pm on the 18 November 2021.

Yours sincerely

Text, letter

Description automatically generated

Sue Thomas

Town Clerk

**The meeting will be recorded and live streamed.**

**AGENDA**

**1.FG APOLOGIES**

To receive apologies for absence.

**2.FG DISCLOSABLE PECUNIARY INTERESTS**

Members are reminded that they must not participate in the discussion or voting on any matter in which they have a Disclosable Pecuniary Interest and should leave the meeting prior to the commencement of the debate.

**3.FG PUBLIC SESSION**

Members of the public are invited to question the Council/Committee on local issues, provided they indicate their intention to do so to the Town Clerk by NOON on the day before the meeting.

Questions can be submitted in writing or asked virtually during the meeting. If a member of the public wishes to join the virtual meeting they must provide a name and telephone number to the Clerk. Residents wishing to speak will receive a telephone call during the public session.

Questions may be answered during this session or deferred for further advice. The Chairman will select the order of the matters to be heard. Each speaker will be limited to a period of three minutes (to a maximum of 15 minutes total public session at the Chairman’s discretion).

Standing Orders will be suspended for up to fifteen minutes during the public session.

**4.FG MINUTES**

To agree the minutes of a Finance and General Purposes Committee held on 7 October 2021. (attached).

**5.FG GRANTS**

Small Grants

To consider the following applications:

1. Market Drayton Community Enterprise
2. JAYS (Just About You Support) Bereavement Group

See Appendix FG72 (attached).

There is £700 remaining in budget.

Large Grants

No applications have been received.

There is £11,000 remaining in budget

**6.FG CHAMBER ALTERATIONS**

To consider whether alterations to the Chamber ceiling should be progressed.

See Appendix FG73 attached.

**7.FG REVIEW OF POLICIES**

To consider adopting:

1. Financial Regulations
2. Standing Orders

See Appendix FG74 attached.

**8.FG WEBSITE**

A new Town Council website has been designed.

To approve the proposed new website and to consider the new website ‘going live’ on or around 1st December 2021.

A link to the proposed new website has been circulated to all members in advance of the meeting.

**9.FG** **FINANCIAL REPORT**

To agree the income and expenditure report:

1 October 2021 – 31 October 2021.

See Appendix FG75 (attached).

**10.FG UPDATES AND INFORMATION**

* The Clerk has now been set up on the bank account; all necessary cards have been generated.
* The Disclosure and Barring Service (DBS) Checks are ongoing.

**11.FG** **EXCLUSION OF PUBLIC PRESS**

To resolve: that in view of the confidential nature of the business about to be transacted which will involve the likely disclosure of exempt information relating to establishment and contractual matters as defined in Part 1 of Schedule 12A, Local Government Act 1972, and pursuant to the provisions of the Public Bodies (Admissions to Meetings) Act 1960, the public and press be temporarily excluded from the meeting and they are instructed to withdraw.

**12.FG STORAGE AND WELFARE FACILITY FOR OUTSIDE STAFF**

To consider the future provision of storage and welfare facilities for outside staff.

See Appendix FG76 (attached).