18 March 2022

**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 24 March 2022 or immediately following the Planning Committee.**

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/3MBlLTm>

The above link will be live at 7.00 pm on the 24 March 2022.

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 on local issues, provided they indicate their intention to do so to the Town Clerk by NOON on the day before the meeting.

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 10 February 2022. (attached).

**5.FG GRANTS**

Small Grants

1. No small grants received; all the budget has been spent in this financial year.

Large Grants

To consider the large grant application received:

1. Market Drayton Tennis Club

Request £5,000 towards upgrading the LED flood lights.

See Appendix FG115 attached.

There is £10,500 remaining in budget.

**6.FG NEW POLICY**

To consider and agree the new policy:

1. Co-option Policy

See Appendix F116 attached.

**7.FG CHAMBER ALTERATIONS**

To consider a quote received for the Chamber alterations.

See Appendix FG117 attached.

**8.FG HEALTH AND SAFETY**

To consider the three quotations for Health and Safety Consultancy Service.

See Appendix FG118 attached.

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

To agree the income and expenditure report:

1 February 2022 – 28 February 2022.

See Appendix FG119 (attached).

**10.FG UPDATES AND INFORMATION**

* Town Councils Website – The new website is ready for its official launch.
* Storage and Welfare Facility for outside staff – The additional unit becomes available at the end of March, after which time works will commence on the necessary alterations.
* Financial Regulations Section 2.2; the bank reconciliations have been signed off.
* The end of year close down of accounts will be completed virtually again this year; the scheduled date is 25 April 2022.