19 July 2019

**To:** All members

Dear Councillor

You are required to attend a meeting of the **Finance & General Purposes Committee** to be held in the **Council Chamber, Town Hall, Frogmore Road, Market Drayton,** on **Thursday 25 July 2019 at 7.30pm**. The meeting is open to the Press and Public.

Distribution all members

Yours sincerely



Julie Jones

Town Clerk

**AGENDA**

**1.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 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 fifteen minutes during the

PUBLIC SESSION

**2.FG APOLOGIES**

 To receive apologies for absence.

**3.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 room prior to the commencement of the debate.

**4.FG MINUTES**

To agree the minutes of a meeting of the Finance and General Purposes Committee held on 13 June 2019. (Enclosed).

**5.FG ACCESS CONTROL TO SIDE ENTRANCE DOOR**

 To consider the supply and installation of electronic access control to the side entrance of the Town Hall.

See Appendix FG19 For costings (enclosed)

**6.FG PROTOCOL COUNCILLOR/CLERK RELATIONS**

 To consider and agree the Protocol policy.

See Appendix FG20 (|enclosed)

**7.FG RISK REGISTER**

 To consider and agree the up dated register.

 See Appendix FG21 (enclosed)

 **8.FG** **GRANTS**

 To consider the following applications:

1. Market Drayton Over 60’s Social Club
2. Market Drayton Festival of Transport
3. Age UK Day Centre
4. The Parish Rooms
5. Market Drayton Parish Paths Partnership
6. Market Drayton Food Bank

The committee agreed a £300 grant for the Food Bank on 13 June 2019.

There has now been a further request.

The Council have never given the same organisation more than one grant per financial year.

The Clerk recommends that this further request is deferred until nearing the end of this financial year. If money is still in budget members can then decide if they wish to consider this second request.

There is £2,500 remaining in the grants budget.

See Appendix FG22(enclosed)

**9.FG** **INFORMATION**

1. NALC legal topic on Freedom of Information. See Appendix FG23 (enclosed)
2. Honorary Townsman Award publicity and application form to go out at the end of September. To be agreed on 31 October Council meeting.
3. Public Works Loan information:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Account No:** | **Final Payment Date** | **Outstanding Principal** | **Principal Repayment** | **Amount to pay back early** |
| PW480734 | 03/03/2023 | 16,000.00 | 16,000.00 | 18,029.86 |
| PW486574 | 03/03/2027 | 32,000.00 | 32,000.00 | 38,912.31 |
| **Total:** |  | **48,000.00** | **48,000.00** | **56,942.17** |

 (Please note these figures are correct as of 16 July 2019).

**10.FG** **FINANCIAL REPORT**

 To agree the income and expenditure report:

 1 June 2019 – 15 July 2019.

 See Appendix FG24 (enclosed).