15 June 2018

**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 21 June 2018** starting at **7.30pm**.

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 5 April 2018 (Enclosed).

**5.FG ELECTRONIC TABLET PROTOCOL POLICY**

To agree the above (attached)

**6.FG** **REPORT ON DAMAGE TO COUNCIL ASSETS**

To consider the attached draft pro forma to report damage to council equipment.

**7.FG GDPR (General Data Protection Regulations)**

To consider the Clerk’s report and to form a policy from the information (attached).

**8.FG SMALL GRANTS**

To consider the following applications (attached):

RBL – Women’s section

GP – Outreach Service

MD Senior Enterprise

MD Pezenas Twinning Association

Ginger and Spice Festival

MD Good Neighbours Scheme

Men’s Sheds

Work of the World

Party in the Park

There is £4,000 in the small grant budget.

**9.FG DDA COMPLIANT ACCESS TO THE TOWN HALL**

To re consider this item.

A revised quote is attached, the Clerk will give a verbal up date

**10.FG MAYORAL ROBES**

To consider a request from the Mayor to purchase Civic robes for the Mayor.

**11.FG PETTY CASH**

To consider a new financial procedure for recording petty cash.

**12.FG** **FINANCIAL REPORT**

To receive the income and expenditure report for:

1 April – 15 June 2018 (attached).