13 August 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 19 August 2021.**

The meeting is open to the Press and Public.

Members of the press and public will 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/3mhbwsL>

The above link will be live at 7.00pm on the 19 August 2021.

Yours sincerely



Julie Jones

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 8 July 2021. (attached).

**5.FG GRANTS POLICIES**

1. To consider and approve a large grants policy and application form.

See Appendix FG38 (attached).

1. To review the small grants protocol.

See Appendix FG39 (attached).

**6.FG SMALL GRANTS**

To consider the following applications:

1. Market Drayton Churches Together
2. Market Drayton Good Neighbours Scheme
3. Market Drayton Foodbank
4. Market Drayton Community Speed Watch

See Appendix FG40 (attached).

There is £2,200 remaining in budget.

**7.FG LIVE STREAMING OF MEETINGS**

To hear an update from the Working Group regarding the microphones to improve the live streaming of the Committee Meetings.

**8.FG SOCIAL MEDIA**

To accept the Chairman’s report and agree funding for the design of a new Town Council’s Website and Facebook page.

See Appendix FG41 (attached).

**9.FG THE DISCLOSURE AND BARRING SERVICE (DBS) CHECK**

To consider all members and staff have a basic DBS check after every four- year term election.

**10.FG FREEDOM OF INFORMATION**

To approve the NALC (national association of local councils) Legal Topic Note on the Freedom of Information.

See Appendix FG42 (attached).

**11.FG BANK SIGNATORY**

1. To agree adding the new Clerk onto the bank signatory.
2. Due to a member resigning, to consider replacing with another member to the bank signatory list.

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

To agree the income and expenditure report:

1 July 2021 – 31 July 2021.

See Appendix FG43 (attached).

**13.FG INFORMATION**

* Chamber window – this has been ordered, the 50% deposit has been processed and fitting should be in the next eight to ten weeks.
* A meeting with the Working Group and Inspector Greenaway has been requested for 31 August 2021.