4 October 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 10 October 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 25 July 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 quotes attached - Appendix FG 33 For costings (enclosed)

**6.FG ALTERATIONS TO CHAMBER**

To consider the attached quotes.

See quotes attached – Appendix FG 34 for costings (enclosed)

See British Gas quotes for renewal of radiators.

See attached – Appendix FG 35 for costings (enclosed)

**7.FG** **GRANTS**

To consider the following applications:

1. Market Drayton Age Concern Drop In
2. Market Drayton Methodist Church

iii) Market Drayton Choral Society

iv) Market Drayton Twinning Association

v) Market Drayton Community Car

1. Market Drayton Senior Citizens (MDSC) Forum
2. Joules Market Drayton Bowling Club
3. Market Drayton Running Club

There is £700 remaining in the grants budget.

See Appendix FG 36 (enclosed)

**8.FG** **INTERIM INTERNAL AUDIT**

To agree the half year audit.

See Appendix FG 37 (enclosed)

**9.FG** **UPDATES**

Updates for Councillors white folder.

All the below are in the Councillor electronic folder.

1. Code of Conduct
2. Complaints Procedure
3. Budget 2019 / 2020
4. Public Complaints Procedure
5. Freedom of Information Act

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

To agree the income and expenditure report:

16 July 2019 – 30 September 2019.

See Appendix FG 38 (enclosed).

**11.FG INFORMATION**

Councillor Cartwright asked a question in the last meeting under item 7.FG regarding the Risk Register.

The RFO has asked an independent auditor who has advised there is no need to add underspend of budget in the Risk Register.