



LUDLOW TOWN COUNCIL A G E N D A

To: All Members of the Council, Unitary Councillors, Press
Contact: Gina Wilding
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Despatch date: 29th October 2014

POLICY & FINANCE COMMITTEE

You are summoned to attend a meeting of the Policy & Finance Committee to be held in the Guildhall, Mill Street, Ludlow on Monday 3rd November 2014 at 7.00pm

Gina Wilding
Town Clerk

Key Agenda Items:

- **2nd Quarter Accounts**
- **Audit**
- **Core Funding**

The public may speak at this meeting

In Public Open Session (15 minutes) – Members of the public are invited to make representations to the Council on any matters relating to the work of the Council or to raise any issues of concern.



1. **Health and Safety** – Councillors and members of the public are to note that the fire exits can be found to the rear of the building, left outside the Council Chamber and via the front door. The fire assembly point is on the pavement opposite the Guildhall. For fire safety purposes all Councillors should sign the attendance book and members of the public should sign the attendance sheet.
2. **Apologies**
3. **Declarations of Interests**
 - a) Disclosable Pecuniary Interest
 - b) Declaration of conflicts of Interest
 - c) Declarations of personal interest
4. **Public Open Session (15 minutes)** – Members of the public are invited to make representations to the Council on any matters relating to the work of the Council or to raise any issues of concern.
5. **Ludlow's Unitary Councillors Question and Answer Session** – Ludlow's Unitary Councillors are invited to address any questions to the Committee.
6. **Minutes** – To approve the minutes of the **POLICY & FINANCE COMMITTEE** meeting held on **MONDAY 15th SEPTEMBER 2014** (Open and Closed Session)
7. **Items to Action** – To note the items to action sheet from the previous Policy and Finance Committee Meeting held on 15th September 2014.

ITEM	Attachment	Page No
8. FINANCE INFORMATION		
To receive:-		
a) Payments – August and September 2014	8a	
b) Income – August and September 2014	8b	
c) Receive Barclay Card Statements	8c	
d) Bank Reconciliation – August and September 2014	8d	
9. 2nd QUARTER ACCOUNTS		
a) 2 nd Quarter Income and Expenditure Report	9a	
b) Exceptions Report	9b	
10. POLICIES & LEGISLATION	10	
To consider for readoption the Disciplinary & Grievance Policy and Procedure		
11. POLLING PLACES	11	
To consider the proposal from Shropshire Council		



12. INTERNAL AUDITOR	12
To approve an application process for the Internal Auditor	
13. EXTERNAL AUDIT	13
To note the Annual Return approved by the external auditor	
14. CALENDAR OF EVENTS	14
To review Calendar of Events	
15. CORE FUNDING GRANTS	15
To review current Core Funding Annual Grants	
16. SERVICES COMMITTEE	16
To consider recommendations from the Services Committee meeting held on the 27 th October 2014	
17. EXCLUSION OF PRESS AND PUBLIC: PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960	No papers
The Chairman will move that the public be excluded from the meeting for the following item(s) of business pursuant to section 1 of the Public Bodies (Admission to Meetings) Act 1960, on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted	
18. BUDGET & PRECEPT 2015-16	
a) To receive the minutes of a meeting of the Budget Working Group held on the 27 th October 2014.	18a
b) To consider recommendations from the Budget Working Group meeting and revised budget.	18b
M e m b e r s h i p	
List of Members of the Policy & Finance Committee	
Councillors Holcombe (Chair); Draper (Vice Chairman); Cobley; Gill; Ginger; Kemp; Lyle; Mold; Parry; Sheward; Smithers	
Notes	
The next Policy & Finance Committee meeting will be held on 19 th January 2015	