

# LUDGERSHALL TOWN COUNCIL



## FINANCE AND POLICY COMMITTEE

*Notice is hereby given that a meeting of the above committee will be held in the Memorial Hall on **WEDNESDAY 26<sup>th</sup> AUGUST 2020 at 7-00pm***

All members of the Committee are hereby summoned to attend for the purpose of considering and resolving upon the business to be transacted at the meeting as set out hereunder.

Dated this 21<sup>ST</sup> day of August 2020

Signed: *Karen Allingham*

Clerk of Ludgershall Town Council

### AGENDA

1. Apologies for absence
2. Declaration of Interest (Members are bound by the provision of the Code of Conduct adopted by Ludgershall Town Council and are required to declare their interest in any matter in which they have a personal interest or a pecuniary interest).
3. Minutes of previous meeting held 29th July 2020 – see attached
4. Finance *a) Statement to end month 4* (see attached), *b) increase in accounting fees from April 2021 & c) budget dates*
5. Trees *a) Survey b) Carpark trees for Christmas Lights*
6. Committee Reports – see attached
7. Bills for payment (Received to date)
8. Acceptance for apologies for absence, queries
9. Correspondence – *a) Reallocation of Road Space Project b) Letter from Simon Clarke MP*
10. Land around Memorial Hall *a) confirmation of ownership b) Maintenance of fencing c) Add to insurance & Asset Register?*
11. Grants – none received
12. Review of Policies – *a) Standing Orders*, no changes since last adopted *b) Financial Regs*, no changes since last adopted *c) Dignity at Work* no changes since last adopted and *d) Unreasonable Complainant Behaviour Policy for adoption* – see attached
13. Committee Meetings *a) Memorial Hall charge, b) Can number of meetings be reduced?*
14. Review of Terms of Reference *a) Finance & Policy-* see attached *b) Staffing* – see attached  
Under the Public Bodies (Admission to Meetings) Act 1960 the following agenda items will be closed to the public due to its confidential nature.
15. Staffing *a) Salaries b) Training c) Office* – Finance & Policy December meeting & Christmas opening times off office
16. Agenda Points to be discussed for next month

*Date of next meeting 28<sup>th</sup> September 2020*