

# **BERKHAMSTED TOWN COUNCIL**

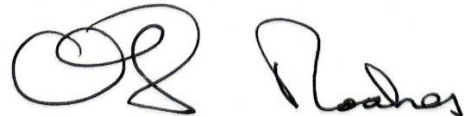
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HP4 3HD

19 July 2022

## **SUMMONS TO ALL MEMBERS**

Notice is hereby given that there will be a meeting of the **Finance & Policy Committee** in the Council Chamber, Civic Centre, Berkhamsted on **Tuesday 26 July 2022 at 7.30 pm** for the purpose of transacting the business set out in the agenda below and you are hereby summoned to attend.



Mr Tony Noakes  
Town Clerk

### **MEMBERS:**

Councillors: G Stevens  
R Freedman  
A Foster  
P de Hoest  
J Jones  
N Taylor  
P White

Substitutes: A Peeler  
S Claughton  
T Porter

Members of the public are invited to attend all meetings of the Town Council.

Anyone wishing to attend this Finance & Policy committee meeting should contact the Town Clerk to register attendance. Email [townclerk@berkhamstedtowncouncil.gov.uk](mailto:townclerk@berkhamstedtowncouncil.gov.uk) and confirm your name, your address in Berkhamsted and details of any items on the agenda you wish to speak about. The cut off point for requests to join the meeting is **midday on the 26 July 2022**.

Alternatively, if you wish to comment on an item on this agenda by email, please do so by emailing [townclerk@berkhamstedtowncouncil.gov.uk](mailto:townclerk@berkhamstedtowncouncil.gov.uk) by **midday on the 26 July 2022**. Email

comments will be passed to the Finance & Policy Committee ahead of the meeting and discussed during the meeting.

## **AGENDA**

### **OPENING MATTERS**

- FP 31/22** To receive apologies for absence
- FP 32/22** To receive **declarations of interest** regarding items on the agenda
- (i) To receive declarations of interest from Councillors on items on the agenda.
  - (ii) To receive written requests for dispensations for declarable interests.
  - (iii) To grant any requests for dispensation as appropriate.
- FP 33/22** To approve the minutes of the previous meeting held on 23 May 2022.
- FP 34/22** **To suspend Standing Orders to allow public participation**

### **FINANCIAL MATTERS**

#### **FP 35/22 Grant Applications**

- (i) A grant application (£150) from Age UK Dacorum for a Dinosaur Trail event in Berkhamsted – **for review and decision**.
- (ii) A grant application (£1,000) from the Graham Greene Birthplace Trust - **for review and decision**.
- (iii) Grant application (£366) from Sunnyside Rural Trust for replacement battery for the Defibrillator at Sunnyside Allotments, approved at F&P on 23 May 2022 - for **noting**.

#### **FP 36/22 Income and Expenditure including Receipts and Payments Schedule**

- (i) To note and approve the Income and Expenditure and Variance Analysis as at 30 June 2022.
- (ii) Payments and receipts schedules for the period up to the 30 June 2022 will be sent to the Chair of F&P for scrutiny.
- (iii) To note the balance sheet as at 30 June 2022.

### **EXCLUSION OF PRESS & PUBLIC**

To **RESOLVE** that under Section 1 of the Public Bodies (Admission to Meetings) Act 1960 the public and press be excluded for the remainder of the meeting, because it is likely that publicity would prejudice the public interest by reason of the confidential nature of the business or for other special reasons stated in the resolution, arising from the nature of the business or proceedings.

- FP 37/22 Berkhamsted Town Council Credit Card**
- (i) Proposal to increase the credit card limit and change the authorised signatory – **for approval.**
- FP 38/22 Berkhamsted Town Council Accounts & Finance Software**
- (i) Accounts & Finance Software move to the ‘cloud’ – **for noting.**
- FP 39/22 Youth Club Dual Fuel Energy Supply Renewal**
- (i) Dual Fuel Energy Supply contract for the Youth Club renewal on a fixed price for 2 years – **for noting.**
- FP 40/22 Berkhamsted Town Council Insurance Costs**
- (i) Town Council Insurance Costs during the last 2 years (2021/22 & 2022/23) – **for noting.**
- FP 41/22 Virement of funds to the Grant and Mayors Civic Functions Budget Lines**
- (i) Proposal to vire available funds to the Grant and Mayors Civic Functions Budgets for 2022/23 – **for approval.**
- FP 42/22 Allotment Tenant Liability Insurance**
- (i) Options to include allotment tenant liability insurance within the Berkhamsted Town Council Allotment Tenancy agreement – **for approval.**
- FP 43/22 Town Clerk Recruitment**
- (i) Update on Town Clerk recruitment and Support Services decisions – **for noting.**
- FP 44/22 Festival of Light 2022**
- (i) Proposal to award a cash prize to the Berkhamsted Citizens Christmas ‘Best Dressed Shop Window’ Competition – **for approval.**

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