

BERKHAMSTED TOWN COUNCIL

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21 July 2020

SUMMONS TO ALL MEMBERS

Notice is hereby given that there will be a meeting of the **Finance & Policy Committee** using 'Zoom' video conferencing, on **Monday 27 July 2020 at 7.30pm** 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
P de Hoest
J Jones
N Taylor
P White
N Woolner

Substitutes: A Peeler
S Cloughton
T Porter
M Hardinge

Members of the public are invited to attend all meetings of the Town Council and it has put in place procedures to facilitate this for virtual meetings.

Anyone wishing to speak at this meeting should contact the Town Clerk for the meeting log in details. Email townclerk@berkhamstedtowncouncil.gov.uk and confirm your name, your address in Berkhamsted and details of any items on the agenda you may wish to speak about. The cut off point for requests to join the meeting is midday on the 27 July 2020.

AGENDA

OPENING MATTERS

- FP 21/20** (i) To elect a Chair of the Committee for the Council year 2020/21
(ii) To elect a Vice-Chair of the Committee for the Council year 2020/21
(iii) To receive apologies for absence
- FP 22/20** To receive **declarations of interest** regarding items on the agenda
- FP 23/20** To approve the **minutes of the previous meeting** held on 16 March 2020.
There are no actions outstanding from the 16 March 2020 meeting.
- FP 24/20** **To suspend Standing Orders to allow public participation**

FINANCIAL MATTERS

FP 25/20 Grant Applications

A reminder of the Covid – 19 grant awards donated so far by Berkhamsted Town Council:

Age UK Dacorum - £1400, a further £3600 was set aside and can be drawn down, subject to further applications and approval (£500 was allocated by Age UK Dacorum to Open Door to purchase a fridge).

Open Door - £2600 plus £200 worth of PPE (preparation and distribution of meals for vulnerable residents in Berkhamsted and Northchurch).

SE Crafts for Causes - £500 (production of 'Scrubs' for Hospital and Care Home staff).

Store to Door (CAD) - £1000 (community shopping service for those self-isolating).

The remaining balance as at the end of June 2020 is therefore **£10,700**.

Discuss plans to generate more grant applications from the local community and agree an action plan to target local 3rd sector organisations.

FP 26/20 Hanging Baskets

Town Clerk will update the Committee on Town Council plans for Hanging Basket displays in the High Street.

FP 27/20 Income and Expenditure including Receipts and Payments Schedule

- (i) To **note and approve** the Income and Expenditure and Variance Analysis at 30 June (attached).

- (ii) Payments and receipts schedules for the period 1 April 2020 – 30 June 2020 will be sent to Cllr R Freedman for scrutiny and he will report back as appropriate at the meeting (attached).

POLICY MATTERS

FP 28/20 Financial Levels of Delegated Authority

Town Clerk will issue a short paper to present alternative financial levels of delegated responsibility for Town Council Committees and Meetings. For **discussion and agreement on next steps**.

FP 29/20 Festival of Light

To **receive an update** on the 2020 FOL.

21-7-20