

# **BERKHAMSTED TOWN COUNCIL**

01442 800146  
[enquiries @berkhamstedtowncouncil.gov.uk](mailto:enquiries@berkhamstedtowncouncil.gov.uk)  
[www.berkhamstedtowncouncil.gov.uk](http://www.berkhamstedtowncouncil.gov.uk)

2nd Floor  
Civic Centre  
Berkhamsted  
Hertfordshire  
HP4 3HD

7 January 2014

## **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 **Monday 13 January 2014 at 7.30 pm** for the purpose of transacting the business set out in the agenda below, and you are hereby summoned to attend.

Gary Cox  
Town Clerk

### **MEMBERS:**

Councillors	D Collins	Chair
	Mrs Carol Green	Vice-Chair
	G Stevens	
	P Matthews	
	T Ritchie	

### **SUBSTITUTE MEMBERS:**

Councillors	S Bateman
	D Bonnett
	Dr L Handy

### **EX OFFICIO**

Councillor	Dr I M Reay	Town Mayor
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**MEMBERS OF THE PUBLIC ARE INVITED TO ALL MEETINGS OF THE TOWN COUNCIL**

## AGENDA

### OPENING MATTERS

- FP 1/14** To receive **apologies for absence**
- FP 2/14** To receive **declarations of interest** regarding items on the agenda.
- FP 3/14** To approve the **minutes of the last meeting** held on 9 December 2013.
- FP 4/14** **Chair's Communications**
- No communications have been received.
- FP 5/14** **To suspend Standing Orders to allow public participation**

### FINANCIAL MATTERS

- FP 6/14** **Grant Applications**
- To consider a grant application from **Northchurch United Charities** for £450 towards funds for distribution to the elderly, residents of very limited means and local clubs. (Paper attached)
- FP 7/14** To review a draft **Statement of Internal Control** for 2013/14 for approval by Full Council. (Paper attached)
- FP 8/14** **Income and Expenditure**
- To note the **Income and Expenditure and Variance Analysis** from 1 April 2012 to 30 November 2013. (Paper attached)
- FP 9/14** **Budget for 2014/15**
- To consider second **draft budget proposals for 2014/15**, to be put to Full Council for approval. (Paper attached)
- FP 10/14** **Finance and Allotment Administration**
- To note that Community Action Dacorum has advertised the **post to provide Finance and Allotment administration services to the Town Council**; that the closing date for applications is Monday 13 January; and that Councillor Collins and the Town Clerk will be on the interview panel for the post, with interviews to be held on 17 January 2014.

## **POLICY MATTERS**

There are no Policy Matters to consider.

## **WORKING PARTY REPORTS**

There are no Working Party Reports to consider.

## **YOUTH MATTERS**

### **FP 11/14 Youth Town Council**

To note minutes of the **Youth Town Council meeting** held on 18 December 2013. (Minutes attached)