

To: **MEMBERS OF THE FINANCE & POLICY COMMITTEE**

24th November 2011

Dear Councillor,

Finance and Policy Committee Meeting – Thursday 1st December 2011

You are requested to attend a meeting of the Finance and Policy Committee to be held in the Town Hall, High Street, Congleton on **Thursday, 1st December 2011** commencing at **7.15pm**

Please note that there will be a meeting of the Planning Committee taking place prior to this meeting, commencing at 6.30pm.

The Public and Press are welcome to attend the meeting. There may be confidential items towards the end of the meeting which the law requires the Council to make a resolution to exclude the public and press.

Yours sincerely,



Brian Hogan
Town Clerk

AGENDA

1. Apologies for absence

(Members are respectfully reminded of the necessity to submit any apology for absence in advance and to give a reason for non attendance)

2. Minutes of Last Meeting

To approve the Minutes of the Meeting of the Committee held on 20th October 2011.
(enclosed)

3. Declarations of Interest

Members are requested to declare both “personal” and “personal and prejudicial” interests as early in the meeting as they become known.

4. Outstanding Actions

There are no outstanding actions.

5. Grant Approvals and Commitments 2011/12

To receive a statement showing the current position. (enclosed).

6. New Applications for Financial Assistance

- i. Congleton Defibrillators (enclosed)

7. Management Accounts for April-October 2011

To consider the Management Accounts to October 2011. (enclosed)

8. Report on Trade Marks

To receive and consider a report setting out the status of registering trademarks for the Town Council (enclosed)

9. Update to IT System

To receive and consider a report on a proposed upgrade of the office I.T. facilities (enclosed)

10. Resolution to exclude the Public and Press

To consider passing a resolution in accordance with the Public Bodies (Admission to Meetings) Act 1960, that public and press be excluded from the meeting for the matters set out below on the grounds that they could involve the likely disclosure of private and confidential information or staff matters.

11. Draft Budget 2012-13

To consider a briefing paper by The Town Clerk outlining the main aspects of the Draft Budget and to consider the budget itself. (enclosed)

To: Members of the Finance and Policy Committee (and other Members of the Council for information); Press (3), Burgesses (5)