

ELLESMERE TOWN COUNCIL

Miss Joanne Butterworth
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Date: 8th July 2020

You are summoned to attend a Virtual Meeting of the Finance, Asset & Resources Committee to be held Monday 13th July 2020 at 1pm via Zoom, Ellesmere for the transaction of business as set out in the Agenda below.

Yours sincerely,

Joanne Butterworth
Town Clerk and Responsible Finance Officer

**MEMBERS OF THE PUBLIC AND PRESS ARE WELCOME TO ATTEND
(please contact the Clerk to request a Zoom code).**

THE FIRST 10 MINUTES OF THE MEETING WILL BE PUBLIC QUESTION TIME WHICH IS AN OPPORTUNITY FOR THE PUBLIC PRESENT TO SPEAK ON ANY ITEMS ON THE AGENDA OR ANY OTHER CONCERNS THEY WOULD LIKE TO BRING BEFORE THE TOWN COUNCIL.

AGENDA

- 1. To receive apologies and reason for absence.**
- 2. Disclosure of Personal and Prejudicial Interest.** To receive declarations under consideration on this agenda in accordance with the Localism Act 2011 s32 and The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012.
- 3. Grant Dispensations.** In pursuance of the Localism Act 2011, s31 (4) to report on any dispensations requested/granted.
- 4. Minutes.** To read and confirm the minutes of the Finance, Asset & Resources Committee Meeting held on the 15th January 2020.
- 5. Public Participation Session.**

6. **Finance/Contracts**
 - (a) Town Council Income & Expenditure report for 2020/21, 1st Qtr. To be discussed.**
 - (b) 2020/21 Earmarked Reserves Report. To approve.**
 - (c) To receive a verbal Report on Town Hall losses for the 1st Qtr and discuss options for reducing further losses.**
 - (d) Cemetery Working Group Income & Expenditure report for 2020/21, 1st Qtr. To note.**
 - (e) Street Lighting Maintenance Contract.** To approve the contract specification prior to advertising the tender.
 - (f) Clerks Printer** – To consider early printer upgrade.
 - (g) Grease Trap Cleaning Contract** – To note that the contract has expired, and a new contract has been put into place with a saving of £1850 for the same service delivery. The cost of the new contract is £300 per year.

7. **Business Continuity Plan** – Agree to adopt the attached BCP to then be reviewed annually by the Finance, Asset & Resources Committee.

8. **Internal Controls** – To approve the new Internal Controls checklist and system of internal control.

9. **Town Hall Roof** – To receive a verbal report on the temporary roof repairs.