

## BERWICK-UPON-TWEED TOWN COUNCIL

To: **ALL MEMBERS OF THE FINANCE AND RESOURCES COMMITTEE**

You are hereby summoned to attend a meeting of the **FINANCE AND RESOURCES COMMITTEE** to be held at The William Elder Building, Castlegate, Berwick-upon-Tweed, on **MONDAY 6 APRIL 2009 at 6.30 pm.**

The Agenda for the meeting is set out below.

Town Clerk

2 April 2009

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### A G E N D A

**1. APOLOGIES FOR ABSENCE**

To receive apologies for absence.

**2. MINUTES**

To sign as a correct record the minutes of the meeting held on 23 February 2009.

**3. STATEMENTS BY THE PUBLIC**

The Chairman to invite members of the public present, to put questions to, or draw relevant matters to the attention of, the Council, prior to commencement of business.

This is for a period of 15 minutes overall and is limited to 3 minutes per person.

**4. DISCLOSURE OF INTERESTS**

To receive from members, in respect of any items included on the agenda for this meeting, disclosure of any personal or prejudicial interests.

**5. AUTHORISATION OF PAYMENTS**

To authorise payments on behalf of the Town Council – **Appendix A**

**6. BUDGET REPORT 2008/9**

To note the performance against budget for 2008-09 - **Appendix B.**

**7. STAFFING SUB-COMMITTEE**

To agree membership of the Staffing Sub-Committee (as agreed at the Council meeting on 30 March), terms of reference and time-scale.

**8. AUDIT ARRANGEMENTS**

To receive a verbal report from the Clerk on the arrangements for audit for 2008-09.

## **9. CIVIC FUNCTION**

To consider the resolution passed at the Council Meeting on 30 March 2009:

- (i) To agree to devolve to the Finance and Resources Committee the preparation of an appropriate budget to meet the costs, from 1 April 2009 and for the financial year 2009-10, of the civic function, and to agree that these costs be first call on any Schedule III surpluses (such surpluses being variable annually).**

and to agree how to take this and associated matters forward.

**A Formal Resolution is required to exclude the press and public during the discussion of this agenda item, which includes issues of a personal and confidential nature.**

**A Formal Resolution is required to re-open the meeting to the press and public for the remainder of the meeting.**

## **10. DATE OF NEXT MEETING**

The next meeting of the Finance and Resources Committee will be held at 6.30 pm on 8 June 2009.

**Members of the Finance and Resources Committee: Councillors J Robertson (Chairman), A Bowlas, P Herdman, I Hunter and D Stewart.**