

BERWICK-UPON-TWEED TOWN COUNCIL

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

You are hereby requested to attend a meeting of the **FINANCE AND RESOURCES COMMITTEE** to be held in the Ante-Room, Town Hall, Marygate, Berwick-upon-Tweed, on **MONDAY, 16 SEPTEMBER 2013 at 6.00 pm.**

The Agenda for the meeting is set out below.



Town Clerk

9 September 2013

A G E N D A

1. APOLOGIES FOR ABSENCE

To receive apologies for absence.

2. MINUTES OF THE LAST MEETING

To sign as a correct record the minutes of the meeting held on 22 July 2013.

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. DISCLOSURES OF INTEREST

Unless already entered in the Council's Register of Members' interests, members are required to disclose any personal interest, (which includes any disclosable pecuniary interest), they may have in any of the items included on the agenda for the meeting in accordance with the Code of Conduct adopted by the Council on 9 July 2012, and are reminded that if they have any personal interests of a prejudicial nature they must not participate in any discussion or vote on the matter and must leave the room.

5. REQUEST FOR DISPENSATION

(i) To receive from members who have a Disclosable Pecuniary Interest in any items on the agenda an application for dispensation under section 33 of the Localism Act 2011 to enable members to participate in discussions and voting (pro-forma attached).

(ii) To consider requests for dispensation.

6. AUTHORISATION OF PAYMENTS AND ORDERS

To authorise payments and orders on behalf of the Town Council (**Appendix A**).

7. STATEMENT OF EXPENDITURE AGAINST BUDGET

To note expenditure against budget (**Appendix B**).

8. NEW DIRECT DEBIT

To agree setting up a direct debit to pay for Berwick Advertiser subscription

9. STANDING COMMITTEE DECISIONS

To consider financial implications of decisions by other Standing Committees (none made to date)

10. DECISIONS MADE UNDER DELEGATED AUTHORITY

To consider administrative arrangements for delegated authority decisions (**Appendix C**)

11. FUTURE FINANCIAL COMMITMENTS

To note the commitment to pay for additional planting in the Rose Garden.

12. NEW ENERGY SUPPLY CONTRACTS

To note new office energy supply contracts from November and the change in direct debits

13. APPLICATIONS FOR FINANCIAL ASSISTANCE

To consider applications for financial assistance, including those referred from the Events and Environment and Regeneration Committees (**None Received**).

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

14. TOWN TEAM

To consider the proposed changes relating to the Town Team (**Appendix D**).

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

15. DATE OF NEXT MEETING

The next meeting of the Finance and Resources Committee will be held at 6.00 pm on Monday, 18 November 2013.

MEMBERS OF THE FINANCE AND RESOURCES COMMITTEE:

Councillors P Elliott, T Forrester, G Hill, I Hunter, J Robertson, G Roughead, J Stephenson