

## 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, 22 SEPTEMBER 2014 at 6.00 pm.**

The Agenda for the meeting is set out below.



Town Clerk

15 September 2014

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### A G E N D A

**1. ELECTION OF CHAIRMAN**

To elect a Chairman of the Committee for the remainder of the 2014-15 municipal year.

**2. APOLOGIES FOR ABSENCE**

To receive apologies for absence.

**3. MINUTES OF THE LAST MEETING**

To sign as a correct record the minutes of the meeting held on 21 July 2014.

**4. 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.

**5. 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.

**6. 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.

**7. AUTHORISATION OF PAYMENTS AND ORDERS**

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

**8. STATEMENT OF EXPENDITURE AGAINST BUDGET**

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

**9. AUDIT**

To receive an update on 2013-14 audit progress

**10. BUDGET PROCESS**

To review expenditure in the current financial year and to consider expenditure plans for 2015-16 (**Appendix C**)

**11. FINANCIAL ISSUES RAISED BY OTHER COMMITTEES**

To consider any issues raised by other committees requiring approval by the Finance and Resources Committee (**Appendix D** to follow if appropriate).

**12. DECISIONS MADE UNDER DELEGATED AUTHORITY**

To note and agree payments made under delegated authority (**Appendix E**).

**13 APPLICATIONS FOR FINANCIAL ASSISTANCE**

To consider applications for financial assistance. (**Appendix F**).

To consider grants made by other Committees (none).

**14 APPOINTMENTS TO OUTSIDE BODIES**

To consider any requests for representation on outside bodies.

**15 DATE OF NEXT MEETING**

The next meeting of the Finance and Resources Committee will be held at 6.00 pm on Monday, 17 November 2014.

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

**Councillors G Hill, I Hunter, G Jones, J Robertson, G Roughead, and C Seymour**