

## 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 **TUESDAY 8 NOVEMBER 2011 at 6.00 pm.**

The Agenda for the meeting is set out below.



Town Clerk

3 November 2011

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### 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 13 September 2011.

**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 (**Attachment A**).

**6. STATEMENT OF RECEIPTS AND PAYMENTS**

To note receipts and payments to date. (**Attachment B**).

**7. DELEGATED DECISIONS**

To note and agree decisions made under delegated powers. (**Attachment C**).

**8. DIRECT DEBIT AUTHORISATION**

To authorise a direct debit arrangement with Northumbria Water for payment of costs associated with allotments, the costs to be recouped from plot-holders.

**9. FINANCIAL ISSUES RAISED BY OTHER BODIES**

To consider any matters raised by the Events, Environment and Regeneration and Staffing Committees requiring additional authorization (**Appendix D – Staffing Committee minutes**).

**10. HEALTH AND SAFETY INSPECTION REPORT**

To note the results of the Health and Safety Inspection Report and agree actions. (**Attachment E**).

**11. INSURANCE VALUATION**

To note the report on the civic regalia and agree any follow-up action (**Attachment F**).

**12. BUDGET 2012-13**

To receive a report on budget preparations to date.

**13. DATE OF NEXT MEETING**

The next meeting of the Finance and Resources Committee will be held at 6.00 pm on Tuesday, 17 January 2012.

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

**Councillors A Bowlas, G Hill, I Hunter, J Robertson, F Simpson and J Waterhouse**