

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 27 OCTOBER 2008 at 6.30 pm.**

The Agenda for the meeting is set out below.

Town Clerk

24 October 2008

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 1 September 2008.

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 – report attached at **Appendix A**

6. BUDGET TO 31 MARCH 2009

To consider the proposed budget for the part year ending 31 March 2009 (**Appendix B**)

7. BUDGET PLANNING FOR 2009/10

To note the timetable for budget-planning for 2009/10.

8. BANK ACCOUNTS AND RESERVES

To agree a policy for the investment of un-earmarked reserves (**Appendix C**)

9. APPOINTMENT OF INTERNAL AUDITOR

To consider the appointment of an internal auditor. **(Appendix D)**

10. RECOMMENDATIONS TO THE FINANCE AND RESOURCES COMMITTEE

To consider recommendations made to the Finance and Resources Committee.
(Appendix E)

11. CLERK'S CONTRACT, TERMS AND CONDITIONS

To confirm the contract of employment for the Town Clerk **(Appendix F)**

12. FINANCIAL REGULATIONS

To agree the amendments which have been proposed to the Financial Regulations which were adopted by Council on 8 September 2008 **(Appendix G)**

13. EXPENSES FOR COUNCILLORS

To consider whether to adopt a policy for the reimbursement of expenses for Town Councillors.

14. DATE OF NEXT MEETING

The next meeting of the Finance and Resources Committee will be held on 5 January 2009.