

**To all members of the Finance and Resources Committee**

**NOTICE OF MEETING**

**COUNCILLORS: You are SUMMONED to attend a (virtual) meeting of the FINANCE & RESOURCES COMMITTEE on Tuesday 17<sup>th</sup> November 2020 at 7:30pm**

*The meeting will be held virtually using Zoom with remote attendance. Any member of the public or press who wants to ask a question can access the Zoom meeting using Meeting ID **824 2956 5700** and Passcode **274905**. The meeting will be streamed live on the Town Council's YouTube channel at <https://www.youtube.com/channel/UCIUPcCBOFP3kZaeMgfkWT4w>.*

*Councillors are reminded that as office holders they are expected to comply with the Nolan Principles and the Council's Code of Conduct as well as showing respect for others in accordance with the law.*

*Before the start of the meeting members of the public will be given an opportunity to comment on Agenda items, at the discretion of the Chair, but they should be aware that the proceedings may be filmed or recorded.*

**AGENDA**

- 1. Election of Chairman**
- 2. Apologies for Absence**
- 3. Declarations of Interest**
- 4. Minutes of the previous meeting held on 21<sup>st</sup> July 2020**  
to confirm as correct the Minutes of the meeting of the Finance & General Purposes Committee held on 21<sup>st</sup> July 2020.  
<https://brutontowncouncil.gov.uk/2020/08/15/draft-minutes-finance-general-purposes-committee-21-july-2020/>
- 5. Committee Terms of Reference**  
To consider and approved the Committees Terms of Reference following Council on 28<sup>th</sup> July 2020. Members of the Committee were decided at Council 25<sup>th</sup> August 2020.  
<https://brutontowncouncil.gov.uk/2020/08/12/draft-minutes-full-council-28-july-2020/>  
<https://brutontowncouncil.gov.uk/2020/09/08/draft-minutes-full-council-25-august-2020/>

*Members of Committee are advised that they should consider these matters in the exercise of their functions: Equal opportunities (race, gender, sexual orientation, marital status and any disability): Crime and Disorder, Health and Safety and Human Rights. Copies of plans reports and correspondence mentioned above may be inspected at the Council Office during opening hours or by appointment.*

**6. Q2 financial report**

To consider the Q2 financial report with Bank Reconciliation.

**7. Grant Applications 21/22**

To note the Application process and timescales for Grant 21/22, and note the Applications received to date (applications requested by 13<sup>th</sup> November 2020).

**8. Budget 21/22 Strategy and Items from Other Committees**

To consider the Council's 21/22 budget following input from Transport (13<sup>th</sup> October 2020), Community Engagement (10<sup>th</sup> November 2020) and Services & Amenities Committees (20<sup>th</sup> October 2020).

<https://brutontowncouncil.gov.uk/2020/10/24/draft-transport-minutes-13th-october-2020/>

<https://brutontowncouncil.gov.uk/2020/10/26/draft-agenda-services-amenities-committee-20-october-2020/>

**9. Devolution of Assets and Services**

To follow up on the decision at Full Council 29<sup>th</sup> September 2020.

<https://brutontowncouncil.gov.uk/2020/11/12/draft-minutes-full-council-29-september-2020/>

**10. Station Rd Car Park Tender Documents**

To reconsider the sequence of actions from Council, 28<sup>th</sup> January 2020 (item 19/140). To consider and delegate completion and issue of the Tender Document for improvement of the Station Road car park (lower), in accordance with Council 28<sup>th</sup> January 2020.

<https://brutontowncouncil.gov.uk/2020/02/05/draft-minutes-full-council-28-january-2020/>

**11. Lease Extension Jubilee Park**

The draft lease was considered by Full Council 29<sup>th</sup> September 2020 (item 20/95) and agreed with one amendment which has not been accepted by the other side. Therefore, the Committee is asked to affirm the previous amendment and review and note the draft completion financial statement.

<https://brutontowncouncil.gov.uk/2020/11/12/draft-minutes-full-council-29-september-2020/>

Stephen Hill  
**Town Clerk**

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