

# Marlborough Town Council

Tel: 01672 512487  
Fax No: 01672 512116  
VAT No: 195 5986 93  
Town Clerk: Shelley Parker, MILCM  
[www.marlborough-tc.gov.uk](http://www.marlborough-tc.gov.uk)  
E-mail: [enquiries@marlborough-tc.gov.uk](mailto:enquiries@marlborough-tc.gov.uk)



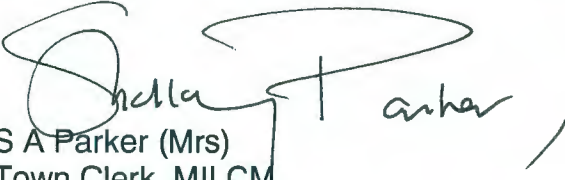
COUNCIL OFFICES  
5 HIGH STREET  
MARLBOROUGH  
WILTSHIRE  
SN8 1AA

29<sup>th</sup> November 2017

Councillors serving on the Finance & Policy Committee - Councillors A. Ross (Chairman), N. Barrett-Morton, P. Cairns, Mrs P. Dow, N. Fogg, A. Kirk Wilson, G. Loosmore (Vice-Chairman), E. Northeast and M. Hall (Town Mayor)

Dear Councillor,

You are summoned to attend a meeting of the **Finance and Policy Committee** to be held on **Monday, 4<sup>th</sup> December 2017** in the **Council Chamber, Town Hall, Marlborough**, immediately following the Planning Committee meeting and not before 7.30pm.

  
S A Parker (Mrs)  
Town Clerk, MILCM

**Public Question Time** - In accordance with Standing Order 3 (f), members of the public may ask questions of the Finance & Policy Committee. The time allocated for this should not exceed 10 minutes and be limited to 1 question per person unless directed otherwise by the Chairman. A full response may not be possible without further research and the Chairman may direct that a written or oral response be given.

## AGENDA

- 1. Apologies for absence**
- 2. Declarations of Interest and Requests for Dispensations**  
To receive declarations of interest and consider any requests for dispensations
- 3. Chairman's Announcements**
- 4. Minutes**  
To approve and sign as a correct record the minutes of the Finance and Policy Committee meeting held on Monday, 18<sup>th</sup> September 2017
- 5. Town Clerk's Report**  
To note the contents of the Town Clerk's report

- 6. Town Council Grant Scheme**  
To note a report by the Town Clerk and consider a request for the use of the Town Hall as a form of application for grant funding
- 7. Committee Budgets 2017/18**  
To note the committee income and expenditure reports to end September 2017 (Month 6) together with a list of payments
- 8. Internal Interim Audit**  
To note the first interim internal audit for 2017/18
- 9. External Auditor Appointments 2017/18**  
To note the notification of external auditor appointments for 2017/18
- 10. Urgent Expenditure**  
To note a report by the Town Clerk about urgent expenditure made in accordance with the Scheme of Delegation, para.3.2
- 11. Staffing Review**  
To note a recommendation from the Staffing Sub-Committee about a staffing review in the light of increasing workloads
- 12. Budget and Precept Setting 2018/19**  
To note a report Town Clerk/RFO and
  - i) Consider the draft budget for the Finance & Policy Committee including how to handle future asset transfers and devolved services from Wiltshire Council
  - ii) Review recommendations and draft budgets for the Property, A&OS, Planning Committees and Staffing Sub-Committee and recommend committee budgets and a precept figure to Full Town Council at its meeting on 11<sup>th</sup> December 2017

***Members are reminded that these budgets are in draft format only and not final figures***

- 13. Consultation on Business Rates for Public Conveniences**  
To note a report by the Town Clerk and consider a recommendation to support proposals made under the Sustainable Communities Act for legislative changes to grant town and parish councils mandatory business rate relief of 100% on public conveniences they own or manage.
- 14. Civic Working Party**  
To note a verbal update by the Chairman of the Civic Working Party following Remembrance events held during the weekend of 11<sup>th</sup> and 12<sup>th</sup> of November 2017.