

WOKINGHAM TOWN COUNCIL



Town Hall
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WOKINGHAM
Berkshire
RG40 1AS

Mr K J Abnett
Town Clerk

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10th March 2009

Dear Councillor,

You are hereby summoned to the meeting of the **FINANCE AND GENERAL PURPOSES COMMITTEE** to be held in the **COUNCIL CHAMBER, TOWN HALL WOKINGHAM** on **Tuesday 17th March 2009** at **7.30 pm** for the purpose of considering and resolving upon the subjects and matters set out in the Agenda below.

Yours faithfully

K J Abnett
Town Clerk

Contact Officer : Jackie King, Responsible Finance Officer (0118 974 0883)

A G E N D A

1. **APOLOGIES FOR ABSENCE**
2. **MEMBERS INTERESTS**
To receive any declaration of interests from Members on the business about to be transacted.
3. **THE FINANCE AND GENERAL PURPOSES COMMITTEE MEETING MINUTES**
 - a) To receive and approve the Minutes of the proceedings at the inquorate Meeting of the Finance & General Purposes Committee held on the 14th January 2009 as a true and correct record and to be signed by the Chairman (pages 12808 copy attached).
 - b) To receive and approve the Minutes of the proceedings of the reconvened Meeting of the Finance & General Purposes Committee held on the 20th January 2009 as a true and correct record and to be signed by the Chairman (pages 12811-12820) copy attached).
 - c) To receive and approve the Minutes of the proceedings of the meeting of the Finance and General Purposes (Grants) Committee held on 24th February 2009 as a true and correct record and to be signed by the Chairman (pages 12842-12847) copy attached).
4. **PUBLIC QUESTION TIME**

The Chairman to answer any questions raised by the public.

5. OUTSTANDING MATTERS

To receive and consider the Outstanding Matters report 10th March 2009 continued from the previous F&GP Meeting (copy attached).

6. ACCOUNTS PAYABLE

(a) To approve the list of costs from 1st January to 28th February 2009 the sum of £111,675.32 paid from the F & GP account (copy attached). (This figure includes a transfer to the Clerks account of £50,177.63).

(b) To approve the list of costs from 1st January to 28th February 2009, totalling the sum of £40,752.58 paid from the Clerks Drawings account (copy attached).

7. FINANCIAL REPORTS

To receive and consider the following Financial Reports:

(a) Income and Expenditure to 28th February 2009 (copy attached).

(b) Balance Sheet as at 28th February 2009 (copy attached).

8. TOWN CENTRE MANAGEMENT

To consider the following:

(a) The formation of a Town Centre Management Sub-Committee.

(b) The range & scope and budget for the TCM Sub-Committee.

(c) The membership of Councillors to the TCM Sub-Committee.

(d) The co-opting non-councillors as members the TCM Sub-Committee.

9. AUDIT 2007/2008

a) To receive and consider the External Auditor's certificate and opinion for inclusion and approval by Full Council.

b) To note the matters not affecting the opinion of the Auditor to which they have drawn attention.

c) To formally appoint Alan J Harland as our Internal Auditor for the Audit of the financial year 2008/2009.

10. BUDGETS 2008/2009

a) To receive and approve for recommendation to Full Council budget reports will also show expenditure to 1st February 2009 for the current financial year (copy attached).

b) To receive the Budget Notes relating to the above report (copy attached).

11. 2009 WOKINGHAM BOROUGH TOWN AND TOWN AND PARISH CONFERENCE.

To receive and consider a letter dated 23 February 2009 from Wokingham Borough Council regarding the above conference on the evening of Tuesday 22nd October 2009.

12. LEASE FOR 1st WOKINGHAM SCOUTS' HUT AT REDLANDS FARM PARK

To receive and consider a letter dated 25th February 2009 from 1st Wokingham Scout Group regarding the lease for Redlands Farm Park copy attached.

13. STANDING FINANCIAL INSTRUCTIONS (ADDENDUM) - REVIEW

a) To receive and consider any amendments that may be needed to the current Standing Financial Instructions Addendum.

b) To receive Addendum to the Standing Financial Instructions for the Financial Year ending 31st March 2010.

14. HOWARD PALMER GARDENS – TARMAC REMOVAL

To receive and consider a request from the Amenities Committee (Resolution 27076) for funding of £8,510 for the removal of tarmac path, reinstatement of grass, and the repositioning of benches and waste bins at Howard Palmer Gardens.

15. LESLEY SEAR PLAYING FIELD – CAR PARK AND FOOTPATH UPGRADE

To receive and consider a request from the Amenities Committee (Resolution 27077) for funding of £5,275 for the car park and footpath upgrade at Lesley Sears Playing Field.

16. WOKINGHAM FOOD & DRINK FESTIVAL – 2009

To receive a proposal dated March 2009 for running a Food & Drink Festival in 2009 over the August Bank Holiday of 29th/30th (copy enclosed).

17. ANY OTHER BUSINESS

The fact file will be available for inspection and comment.

'In order to comply with the Data Protection Act 1998, all persons attending this meeting are hereby notified that this meeting is being tape-recorded. The purpose of taping is that recordings act as an aide-memoire to assist the clerk in the compilation of minutes. The tapes are held in a secure location and overwritten once it has been resolved that the minutes are a true and correct record'.

Committee members:

Cllrs. C J Bowring, D Carver, Mrs UK Clark, P A Houldsworth, C P Hudson, E M L Hudson, M J Hughes, J P McGhee-Sumner (Chairman), H D Miller, I Milne, J P Mirfin, B J Willis,

Backing Papers to: Cllrs. D G Lee, R J Wyatt