

4 February 2015

Dear Sir/Madam,

I hereby invite you to attend a meeting of the Finance Committee of the South Molton Town Council to be held in the Garden Room, The Amory Centre, 125 East Street, South Molton on Monday 9 February 2015 at 8.30am.

Yours faithfully,

M. G. Gingell
Town Clerk

Membership: Cllrs Goodman, Kingdon, C. Lock, Moore, McCool, Way, White & Mayor ex officio

AGENDA

1. Apologies for absence.
2. Chairman's announcements.
3. Declarations of Interest.
4. **APPROVAL OF MINUTES**
Finance Committee 12 January 2015 ENCLOSED
5. **ACCOUNTS FOR PAYMENT** ENCLOSED
6. **TOURIST INFORMATION OFFICE**
Two representatives from the Tourist Information Centre will make a presentation regarding the finances for the forthcoming year. A resolution is required whether to support the TIC financially this year. Please note they have not yet been invoiced for the £2400 rent for the current year. A financial forecast is enclosed for members information. ENCLOSED
7. **RUGBY PITCH QUOTES**
Further to a presentation by Mr Neil Kingdon at a recent Town Council meeting he has submitted estimated costs for the necessary surveys to be carried out prior to works commencing. A resolution is required whether or not to support financially with these costs. Details are enclosed for members information. ENCLOSED

Continued ...

FINANCE COMMITTEE

9 February 2015

8. **GARAGES IN PANNIER MARKET**
The RFO will report on potential plans for converting the garages in the pannier market into storage units. A resolution is not required for this item it is purely for information purposes before proceeding further.
9. **MEMORIAL STONE – COMMUNITY WOODLAND**
Cllr Moore will report further on the quote received for the memorial stone in the Community Woodlands. The Clerk is obtaining other quotes and a resolution is required to set a limit on expenditure for this stone.
10. **CARRIER BAGS FOR MARKET TRADERS**
A quote has been obtained to produce plastic bags for market traders advertising the Pannier Market. The quote is £58 per thousand plus an initial £100 set up cost and the RFO is recommending that we sell to the traders for 3p per bag compared to our cost of 5.8p per bag. A resolution is required whether to accept this recommendation. An initial run of 10,000 bags has been proposed.
11. **REVIEW OF FINANCIAL REGULATIONS**
Please find enclosed a copy of the current regulations for review. ENCLOSED
12. **STATEMENT OF ASSURANCE AND RISK ASSESSMENT**
Please find enclosed a copy of the Council's Risk Assessment for approval and adoption. ENCLOSED
13. **INTERNAL STATEMENT AND INTERNAL CONTROL**
Please find enclosed a copy of the Council's Internal Statement and Internal Control document for approval and adoption. ENCLOSED
14. **INTERNAL AUDIT REPORT**
Members should note the comments highlighted by the Internal Auditor regarding Standing Orders within the enclosed copy letter. ENCLOSED

END