

Report of the meeting of the **FINANCE AND GENERAL PURPOSES** Committee held in Pannett Art Gallery, Pannett Park, Whitby on Tuesday, 15th January 2008 at 6.45pm.

Present: Councillors M D Murphy (Chair), Mrs S Boyce, T N Carson, Mrs H R Coughlan, T Jennison, J McEachen and S R Smith (ex-officio) with Councillor P Budd.

Mr E N Birch, Town Clerk & Responsible Financial Officer.

Apologies: Councillors R W Broadley, Dr S M Daniels and R G Sigsworth.

75. MINUTES

MOVED by Councillor Smith, seconded by Councillor Mrs Boyce and

RESOLVED that the minutes of the meeting of the Finance and General Purposes Committee held on the 11th December 2007, having been circulated, be taken as read and confirmed as a correct record.

76. DECLARATIONS OF INTERESTS

None.

GENERAL PURPOSES

77. CASUAL VACANCY – WHITBY TOWN COUNCIL

A letter from Scarborough Borough Council advised Whitby Town Council that no requests had been received to fill the vacancy caused by Councillor Abbott's resignation. In these circumstances the Town Council may proceed to make arrangements to co-opt a member of the public to fill the vacancy.

MOVED by Councillor Mrs Boyce, seconded by Councillor Mrs Coughlan and

RECOMMEND that the letter be received and that the Town Clerk advertises a vacancy on the Town Council in the Whitby Gazette as appropriate.

FINANCE

78. REVIEW OF THE FINANCIAL REGULATIONS

MOVED by Councillor Mrs Boyce, seconded by Councillor McEachen and

RECOMMEND that the review of the Financial Regulations be accepted and that the Chair of the F&GP Committee should always be one of the authorised signatories to sign cheques. To take effect from May 08 on the formation of the new F&GP Committee.

79. REVIEW OF THE RISK MANAGEMENT REGISTER

MOVED by Councillor Smith, seconded by Councillor Jennison and

RECOMMEND that the review of the Risk Management Register be amended to reflect contingency arrangements in cases of absence of both the Town and Deputy Clerk. To be submitted to the next F&GP Committee for consideration.

80. FINANCIAL REPORT

MOVED by Councillor Mrs Coughlan, seconded by Councillor Carson and

RECOMMEND that the Financial Report be received.

81. NEXT MEETING

The next meeting of the Finance and General Purpose Committee will take place on Tuesday 12th February 2008 at 6.45pm in the Pannett Art Gallery, Pannett Park.