



WHITBY TOWN COUNCIL

PANNETT PARK - WHITBY - YO21 1RE

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12th September 2018

Dear Councillor

You are summoned to attend a meeting of the **FINANCE POLICY AND GENERAL PURPOSES COMMITTEE** to be held in Pannett Art Gallery, Pannett Park, Whitby, on **Tuesday 18th September 2018 at 6.15 p.m.**, the agenda for which is set out below.

Yours faithfully,


Mrs P A Dobson
Town Clerk

To: Councillors Mrs H Coughlan, R Dalrymple, J Harston, Ms R Pearson, P Trumper Mrs L Wild and Mrs N Wilson.

NOTICE OF MEETING – Public Notice of the Meeting is given in accordance with Schedule 12, paragraph 10 (2) of the Local Government Act 1972

A G E N D A

1. **APOLOGIES**
To receive apologies for inability to attend.
2. **DECLARATION OF INTERESTS**
To declare any interests which members have in the following agenda items.
3. **PUBLIC PARTICIPATION**
Up to 15 minutes to allow members of the public to ask questions, make statements or give evidence about business items on the agenda (limited to 3 mins per person).

GENERAL PURPOSES & POLICY

4. **MINUTES**
To approve as a correct record and if approved sign the minutes of the Finance & General Purposes Committee meetings held 21st August 2018 (previously circulated)
5. **REVIEW OF GOVERNANCE DOCUMENTS**
To review current documents and make recommendations on changes if required
 - a) Data Protection Policy
 - b) Community Grants Policy

6. **EVENTS SUB COMMITTEE MEETING** – To receive report of Sub Committee meeting held 22nd August and Working Party meeting held 5th September 2018 (copies herewith)
7. **TWINNING SUB COMMITTEE** – To receive minutes of the meeting held 10th July 2018 (copy herewith)
8. **FTM 195/18 DATA PROTECTION OFFICER** – to receive verbal update on outcome of approach to SBC regarding using the services of their Data Protection Officer.

FINANCE

9. **APPROVAL OF PAYMENTS**
To approve payments on behalf of the Council to 18th September 2018 (copy herewith)
10. **CONSIDERATION OF MONTH 5 BUDGET 2018-19**
To consider budget to end of Month 5. (copy herewith)
11. **REQUEST FOR COMMUNITY GRANT** – to receive a request for grant assistance from Whitby Seaside Community Marching Band. (copy herewith)
12. **REPORT FROM TOWN CLERK/RFO ON BANK CHARGES** - To consider report from Town Clerk on the current charges for paying by cheque including postage versus electronic payments and the changes to the payment systems which would be required to ensure proper audit trail. (copy herewith)
13. **REPORT ON SPECIFICATION FOR SPITAL BRIDGE RESIDENTS PARKING AREA** - to consider outline specification for works required to create Residents Parking Area (copy herewith)