



## WHITBY TOWN COUNCIL

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10<sup>th</sup> October 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 16<sup>th</sup> October 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 18<sup>th</sup> September 2018 (previously circulated)
5. **REVIEW OF GOVERNANCE DOCUMENTS**  
To review current documents and make recommendations on changes if required
  - a) Media Policy (copy herewith)

## FINANCE

7. **HEATING SYSTEM** – to consider quote for replacing two faulty items and installation of final phase of control system for Imax boilers (new wing) (copies herewith)
8. **APPROVAL OF PAYMENTS**  
To approve payments on behalf of the Council to 16<sup>th</sup> October 2018 (copy herewith)
9. **CONSIDERATION OF MONTH 6 BUDGET 2018-19**  
To consider budget to end of Month 6. (copy herewith)
10. **NOTICE OF CONCLUSION OF AUDIT AND EXTERNAL AUDITORS REPORT** – (copies herewith)
11. **REQUEST FOR COMMUNITY GRANT** – to receive a request for grant assistance to provide security for a fundraising event in March 2019 from the organisers. (copy herewith)
12. **RECOMMENDATION FROM HARBOUR COMMITTEE HC282/18 EASTSIDE FACILITY MOVED** by Councillor J Harston, seconded by Councillor Mrs L Wild and **RECOMMEND** unanimously to the Finance, Policy and General Purposes Committee that Danfo are appointed by Whitby Town Council to create and manage the proposed Eastside Facility. Danfo will employ Group Ginger as architects and Project Managers. Finance Policy and General Purposes Committee to look at extending the toilet contract with Danfo to include the Eastside Facility and make recommendation to Full Council.
13. **RECOMMENDATION FROM HUMAN RESOURCES COMMITTEE HR244/18 BUDGET REQUIREMENTS FOR 2019/2020 AND 2020/2021 IN RESPECT OF ANTICIPATED RECRUITMENT COSTS AND HANDOVER PERIOD**  
Proposed by Councillor Mrs R Pearson, seconded by Councillor Mrs L Wild and with 2 votes against  
**RECOMMENDED:** That the Clerk submit costings for advertising through SLCC and Indeed, with provision for a buffet lunch for shortlisted candidates and a three-month handover period to Finance Policy & General Purposes Committee to be budgeted over a two-year period.
14. **TENDERS FOR GROUNDWORKS & FENCING SPITAL BRIDGE RESIDENTS PARKING SITE** – to consider any responses received (to be circulated).
15. **PROPOSAL TO UPGRADE EXISTING PHOTOCOPIER AND REDUCE COSTS** – to receive information from current contractor (copy herewith)
16. **CONSIDERATION OF DRAFT BUDGET FOR 2019/2020** - to consider first draft of budget for 2018/2019. (to be circulated)