



WHITBY TOWN COUNCIL

PANNETT PARK - WHITBY - YO21 1RE

TEL.(01947) 820227

www.whitbytowncouncil.gov.uk

8th May 2018

PLEASE NOTE CHANGE OF DAY AND DATE

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 **Monday 14th May 2018 at 6.15 p.m.**, the agenda for which is set out below.

Yours faithfully,


Mrs P A Dobson
Town Clerk

To: Councillors D Collins, Mrs H Coughlan, 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 17th April 2018 (previously circulated)
5. **TWINNING SUB COMMITTEE**
To receive the Minutes of the Meeting held 24th April 2018 (copy herewith)
6. **EVENTS SUB COMMITTEE**
To receive the Minutes of the Meeting held 25th April 2018 (copy herewith)

7. **REVIEW OF GOVERNANCE DOCUMENTS** – To consider governance documents which require updating and consider the adoption of additional documents (copy herewith)
 - a) Social Media/Networking Policy
 - b) Transferable Data Policy
 - c) Standing Orders
8. **GENERAL DATA PROTECTION REGULATIONS 25th MAY 2018** – Further update from the Clerk on actions being taken to ensure compliance and other actions required.
 - a) Letter from SBC Data Protection Officer. (copy herewith)
9. **UPDATE ON ITEMS DISCUSSED**
 - a) Website – update from Clerk on progress with new website. (verbal report)

FINANCE

10. **INTERIM INTERNAL AUDIT REPORT 2017-2018** – To receive interim internal audit report for 2017-2018 and take action where required.
11. **APPROVAL OF PAYMENTS**
To approve payments on behalf of the Council to 14th May 2018 (copy herewith)
12. **CONSIDERATION OF MONTH 1 BUDGET 2018-19**
To consider budget to end of Month 1. (copy herewith)
13. **COMPLETION OF 2017/2018 ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN AND STATEMENT OF ACCOUNTS** – copies herewith
To recommend approval of Statement of Accounts, and completion of Sections 1 and 2 of Annual Governance and Accountability Return 2017/2018
14. **REQUEST FOR GRANT ASSISTANCE** – To receive request from Whitby Civic Society for grant towards Heritage Open Days
15. **ELECTRICITY SPUR FOR FRONT MARINA CAR PARK IN TIME FOR CHRISTMAS FESTIVAL** – To consider underwriting in anticipation of accessing other funding.