

# WHITTLESEY TOWN COUNCIL

## FINANCE & POLICY COMMITTEE

### AGENDA

For the health, safety and well-being of our community as a result of Covid-19 and following the instruction of the Prime Minister's address on 23rd March 2020 all Parish Council meetings will be held remotely until further notice.

Join Zoom Meeting

<https://us02web.zoom.us/j/84696353256?pwd=azB2WmdyMDhmUVIzWjVBR1g3TEJrQT09>

Meeting ID: 846 9635 3256

Passcode: 928650

Dear Councillor,

You are summoned to a Finance & Policy meeting which will be held on Monday 15<sup>th</sup> February 2021 at 6.30pm, The Meeting will be hosted by the Town Clerk, Chaired by Cllr Chris Boden – Chairman of the Finance & Policy Committee.

Yours faithfully

*S T Piergianni*

**FP09/2021 - To receive apologies from absent Members.**

**FP10/2021- To receive members' declarations of disclosable pecuniary, non-disclosable pecuniary or non-pecuniary interests in relation to any agenda items. (see guidance attached page 2)**

**FP11/2021 – Public Forum – 15 minutes**

**FP12/2021 - To confirm and sign the Minutes from the Finance & Policy Committee on Monday 18<sup>th</sup> January 2021**

**FP13/2021 – Rural Citizens Advice Bureau update – Nick Blencowe – Chief Officer and Karen Drewry – Chief Finance Manager**

**FP14/21. Financials. –**

1. Bank Reconciliation to 31<sup>st</sup> January 2021.
2. Year to date Figures
3. Payment List for approval
4. Budget 2021/2022

**FP15/2021 - Donation Requests.**

1. Rural Citizens Advice Bureau
2. Community Food Scheme – Mr C Wilson – Falcon Hotel
3. Read to Succeed – Letter from Steve Barclay

**FP16/2021 Agenda Items for Discussion**

Policies and Procedures for review

- a. GPC Briefing and Policy Document – February 2021
- b. Annual Parish Assembly for Parish and Town Councils – February 2021

**FP17/2021– Date of Next Meeting – Monday 15<sup>th</sup> March 2021**

## **GUIDANCE NOTES**

### **Exclusion of the public from meetings for confidential items of business**

*To exclude the public (including the press) from a meeting of the Council, it is necessary for the following proposition to be moved and adopted "that, in accordance with the provisions of the Public Bodies (Admission to Meetings) Act 1960, the public be excluded from the meeting for item number(s), which involve the likely disclosure of exempt information as defined in the paragraphs of Part 1 of Schedule 12A of the Local Government Act 1972 (as amended) as indicated"*

### **Notes on members' interests**

#### *Disclosable Pecuniary Interests*

- (1) Members are required to declare any disclosable pecuniary interest and, unless the member has obtained a dispensation, he or she cannot discuss or vote on the matter at the meeting and must leave the room whilst the matter is being debated or voted on.*
- (2) A member has a disclosable pecuniary interest if it*
  - (a) relates to him or her, or*
  - (b) is an interest of -*
    - (i) the member's spouse or civil partner; or*
    - (ii) a person with whom the member is living as husband and wife; or*
    - (iii) a person with whom the member is living as if civil partners and the member is aware that the other person has the interest.*
- (3) Disclosable pecuniary interests include -*
  - (a) any employment or profession carried out for profit or gain;*
  - (b) any financial benefit received by the member in respect of expenses incurred carrying out his or her duties as a member (except from the Council);*
  - (c) any current contracts with the Council;*
  - (d) any beneficial interest in land/property within the Council's area;*
  - (e) any licence for a month or longer to occupy land in the Council's area;*
  - (f) any tenancy where the Council is landlord and the member (or person in (2)(b) above) has a beneficial interest;*
  - (g) a beneficial interest (above the specified level) in the shares of any body which has a place of business or land in the Council's area.*

#### *Other Interests*

- (4) If a member has a non-disclosable pecuniary interest or a non-pecuniary interest, he or she is required to declare that interest but may remain and participate in discussion and voting.*
- (5) A member has a non-disclosable pecuniary interest or a non-pecuniary interest where -*
  - (a) a decision in relation to the business being considered might reasonably be regarded as affecting the well-being or financial standing of the member or a member of his or her family or a person with whom the member has a close association to a greater extent than it would affect the majority of the council tax payers, rate payers or inhabitants of the ward or electoral area for which the member has been elected or otherwise of the authority's administrative area, or*
  - (b) it relates to or is likely to affect any of the descriptions referred to above but in respect of a member of the councillor's family (other than specified in (2)(b) above) or a person with whom the member has a close association and that interest is not a disclosable pecuniary*