

Ongar

Town Council



Aimi Middlehurst
Town Clerk



TO MEMBERS OF THE FINANCE COMMITTEE

13th June 2013

You are hereby summoned to a meeting of the **FINANCE COMMITTEE** to be held in the **COUNCIL CHAMBER, BANSONS, BANSONS WAY, ONGAR** on **THURSDAY 20th JUNE** commencing at **8pm** for the transaction of business as set out below. Members of the public and press are invited to attend.

Town Clerk

AGENDA

01/13 Apologies for absence

02/13 Declaration of Disclosable Pecuniary Interests (DPIs), Other Pecuniary Interest and Non Pecuniary Interests under the Council's adopted Code of Conduct.

Members of the Council are subject to paragraphs 6 (DPIs), 7 (Other Pecuniary Interests) and 8 (Non Pecuniary interests) of that Code. Members are also subject to paragraphs 9-11 of that Code as regards declaration of interests and participation in the meeting insofar as any item of business involves such an interest.

03/13 Public participation session with respect to items on the agenda previously notified to the Clerk. The Council will hear first from Councillors with prejudicial interest who must leave the room immediately after they have made their representations, answered questions or given evidence. Councillors cannot remain in the room to hear representations of others. After the close of the public participation session, any member having left due to Section 12 (2) may rejoin the Council. When the Council starts to discuss any item on the agenda, where a member has an interest, the member with that interest must have regard to the Code of Conduct and make the necessary disclosure and where appropriate leave the meeting. The maximum time allowed for this item is 15 minutes.

04/13 To agree the minutes of the meeting held on 25th April 2013.

05/13 Clerk's report.

To note items of interest not on the agenda.

06/13 To elect a Vice-Chairman of the Committee

07/13 Terms of Reference

- To consider the current Terms of Reference for the Committee and make recommendation to Full Council

08/13 Financial reporting

- To note the monthly financial report for May 2013
- To note details of financial payments over £500 for April and May

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09/13 Financial Regulations

- To consider the current Financial Regulations and make recommendation to Full Council

10/13 Report from the Co-Operative Bank

- To note the update regarding the down grading of the Bank
- To consider any action regarding the banking arrangements of the Council and make recommendation to Full Council

11/13 Information Technology Upgrade

- To consider creating a Working Party to review the current IT arrangements and make recommendation to Full Council
- To agree to vire monies from reserves to support any upgrade recommended by the Working Party

12/13 The Council is asked to RESOLVE to exclude the press and public for this meeting under the Public Bodies (Admission to Meetings) Act 1960 as the following item contains confidential information relating to staffing and contractual matters.

13/13 Lease for Love Lane building

- To agree the draft lease as recommended by the Town Council's Solicitor and make recommendation to Full Council

14/13 Skate Park

- To note that the facility is currently closed on authorisation from the Open Spaces Committee
- To consider the professional advice received and agree a course of action
- To consider the draft lease prepared by the Town Council's Solicitor
- To agree on a recommendation to Full Council

15/13 Building known as Ongar Social and Sports Club

- To receive an update on the 2014 rent negotiations

16/13 Buildings owned by Ongar Town Council

- To reconsider the frequency of the Planned Preventative Maintenance Contract

17/13 Boundary at the Nature Reserve

- To agree the boundary site plan reference S101194 to allow the transfer of the Freehold of the Nature Reserve to progress with Essex County Council

18/13 The Council is asked to resolve to permit the press and public to return to the meeting under the Public Bodies (Admission to Meetings) Act 1960

19/13 Unlisted Items

- Unlisted items can be raised by Councillors or members of the public but no discussion will be held at the time of the meeting. **This will be time limited to five minutes.**