

Lowestoft Town Council Finance and Governance Committee

For the attention of all Committee Members

You are summoned to attend a Meeting of the Lowestoft Town Council Finance and Governance Committee at **Riverside, Waveney District Council Offices, 4 Canning Road, Lowestoft NR33 0EQ at 14:30 on 1 November 2017.**

The meeting is open to the public and press to attend and those attending the meeting shall be informed that the meeting may be reported on (including recording, photographing and filming). This does not apply to confidential items.

Councillors must register relevant interests and also declare them at a meeting if they have such an interest in a matter to be considered. Under the Localism Act 2011 a councillor with a **disclosable pecuniary interest** in a matter on the Agenda cannot take part or vote on that matter, unless they have been granted a dispensation. Under the Council's Code of Conduct a councillor must leave the meeting room if they have such an interest, unless they have been granted a dispensation. There may be other interests or matters in which councillors might be considered to be biased or predetermined, and will need to consider whether they should leave the room.

The Council has a duty to pay due regard to preventing crime and disorder and to conserve biodiversity as part of relevant decisions.

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Shona Bendix, Clerk
27 October 2017

Lowestoft Town Council

Meeting of the Finance and Governance Committee

Committee Members: *Cllrs Allyson Barron, Nasima Begum, Neil Coleby, Ian Graham Alan Green, Graham Parker and Alice Taylor*

Riverside, Waveney District Council Offices, 4 Canning Road, Lowestoft NR33 0EQ

14:30 on 1 November 2017

AGENDA

76. Welcome

To welcome to meeting, explain the fire evacuation procedure and remind councillors and members of the public that in the interests of openness and transparency, the law permits filming, recording or other means of reporting of meetings.

77. Declarations of Interests and dispensations

- a) To receive Declaration of Disclosable Pecuniary and Non-Pecuniary Interests from councillors on items on the Agenda
- b) To receive and consider written requests for dispensations for Disclosable Pecuniary Interests
- c) To note any dispensations previously granted

78. To consider the accuracy of the Minutes:

- a) 3 October 2017

79. Public Forum

An opportunity for the public to make comments on any matters on this agenda.

80. Finance Reports

To consider the following finance reports:

- a) Budget & budget monitoring report
- b) Budget recommendations 2018-19 (not final)
- c) Bank reconciliations

81. To note timing of VAT returns

82. To consider Capital Programme funds

83. To consider Community Infrastructure Levy and s.106 funds

84. To consider approving/noting any payments:

- a) To make any payments
- b) To note any payments

85. To note income

- a) WDC Reference 0038099 Total + £45,220.70, breakdown as follows:

NEIGHBOURHOOD FUNDING	23/10/17	£2,339.09
NEIGHBOURHOOD FUNDING 2	23/10/17	£42,881.61

- b) WDC Reference 0037630 (LTC Reference 20170929):

SECOND PRECEPT PAYMENT	08/09/17	£696,140.00
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86. To consider the Lowestoft Collection insurance and loan agreement

- 87. To consider the development of an internal control process**
- 88. To consider internal audit arrangements**
- 89. To note progress with banking arrangements**
- 90. To receive a report from the Town Council Office Working Group**
- 91. To receive a report from the Town Council Waveney Norse Key Performance Indicators Working Group and consider the monitoring processes**
- 92. To further consider the Cefas property list**
- 93. To consider funding available from Locality for neighbourhood planning**
- 94. To consider any street furniture requests**
- 95. To consider any funding request:**
 - a) Disablement Information and Advice Line
- 96. Date of the next meeting**

To note the next meeting date of 28 November
- 97. Items for the next Agenda and Close**