

# APPLEBY-IN-WESTMORLAND TOWN COUNCIL

Caroline Dodgeon : Town Clerk  
Telephone : 017683 51177  
Email: clerk@applebytown.org.uk  
Facebook: Appleby-in-Westmorland  
Twitter: @applebycouncil



www.applebytown.org.uk

Town Clerk's Office  
Moot Hall  
Boroughgate  
Appleby-in-Westmorland  
Cumbria  
CA16 6YB

7<sup>th</sup> March 2017

Dear Councillor,

Notice is hereby given and you are summoned to attend the meeting of Appleby-in-Westmorland Town Council's **Finance Committee** to be held in the Moot Hall on **MONDAY 13<sup>th</sup> MARCH 2017** at **6.45pm**.

Members of the Public and Press are invited to attend.

Yours sincerely

Handwritten signature of Caroline Dodgeon in cursive.

Caroline Dodgeon - Town Clerk

## A G E N D A

### 1. Apologies for Absence

To receive and note any apologies for absence.

### 2. Declarations of interest

Members to give notice of any disclosable pecuniary interest, other registrable interest or any other interest and the nature of that interest in relation to any item on the agenda in accordance with the adopted code of conduct

### 3. Actions from the Previous Minutes

To provide an update regarding the actions detailed in the minutes of the last meeting. *(Report 1: attached)*

### 4. Chairman's Report

To receive any **Chairman's Report** and answer any Councillors' questions.

### 5. Finance Report

To receive the Finance Report together with the Management Accounts for February 2017 and prepare any recommendations for Council. *(Report 2 to follow & 3: attached)*

### 6. Review of Banking Arrangements and Signatories

To review banking arrangements and signatories for the financial year 2017 – 2018 and make any recommendations to Council. *(Report 4: to follow)*

### 7. Financial Regulations 2017

To review the Financial Regulations 2017 and make any recommendations to Council with regard to its approval and adoption for use. *(Report 5: attached)*

### 8. Risk Assessment 2017 – 2018

To review the Risk Assessment 2017 – 2018 and make any recommendations to Council with regard to its approval and adoption for use. *(Report 6: attached)*

### 9. Asset Register 2017

To review the Asset Register 2017 and make any recommendations to Council with regard to its approval and adoption for use. *(Report 7: attached)*

### 10. Councillors' reports and items for future agendas

Councillors' to report minor matters of information not included elsewhere on the agenda and to raise items for future agendas. *(Councillors are reminded that this is not an opportunity for debate or decision making.)*

### 11. Date of the Next Meeting

To note that the next meeting of the Finance Committee will be held in the Moot Hall on **Monday 10<sup>th</sup> April 2017** at **6.45pm**.

For the attention of all members of the Finance Committee:-

**Chairman:** Cllr Mrs Dixon - Dougherty  
**Vice Chairman:** Cllr Chalmers  
**Councillors** Cllr Mrs Anderton  
Cllr Ms Blair  
Cllr Mrs Kendall  
Cllr Pape (Mayor Ex Officio)  
Cllr F Potts  
Cllr H Potts  
Cllr Rooke (Deputy Mayor Ex Officio)

Copies to all remaining members of the Council for information.