

Beverley Town Council

Making a difference



Town Clerk: Ms. Helen Watson FSLCC

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Date: 13th November 2019

To Members of the Policy Committee: Cllrs S. Rance (Committee Chair), T. Astell, D. Healy, C. Hopkins, D. Horsley, D. Jack, L. Johnson and M. Pinder.

Dear Councillor

POLICY COMMITTEE

You are hereby summoned to attend a Policy Committee Meeting of the Town Council to be held on **18th November 2019 at 6.30pm** in the Council Meeting Room, Beverley Town Council, 12 Well Lane, Beverley.

Yours sincerely

Helen Watson

Helen Watson
Town Clerk

Beverley Town Council supports the rights of anyone to record this meeting in so far as is possible within the constraints of the council's meeting rooms, but advises that no-one may disrupt the meeting in doing so. Anyone wishing to record council meetings should obtain the necessary legal advice to ensure they understand the rights of any members of the public who may be present who do not wish to be filmed or recorded.

AGENDA

1. To receive and accept apologies for absence.

2. Declarations of Interest

- a)** To record declarations of interest by any member of the council in respect of the agenda items listed below. Members declaring interests should identify the agenda item and type of interest being declared.
- b)** To note dispensations given to any member of the council in respect of the agenda items listed below.

- 3. Budget for the 2020/21 Financial Year** - To prepare and make recommendations for the budget setting process of Beverley Town Council for 2020/21 to put forward to Full Council on 25th November 2019. (see attached draft budget sheet)
 - a. To look at general budget lines with support from the Clerk.
 - b. To discuss the PPS budget recommendations.
 - c. To discuss the Civic and Twinning budget.
- 4. Internal Audit**
 - a. To review and recommend the appointment of an internal auditor for 2019/20 to Full Council on 25th November (6 month review is now required and the 12 month audit needs booking).
 - b. To review the town council officers comments regarding the internal audit process from May 2019.
- 5. To discuss and resolve a procedure for payments requiring signature that cannot be brought to a Policy meeting – Cllrs Pinder and Rance to report**
- 6. To review and approve the attached payments to be made – Pursuant to Financial Regulation 5.2.**
- 7. To review and approve the attached list of regular payments - Pursuant to Financial Regulation 5.6**
- 8. To review and approve the bank balances**