



Filey Town Council

Town Clerk ~ Mrs Gina Robinson

Council Offices
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GR/FTC

18 February 2016

To all members of Filey Town Council – full copies of reports to Committee Members only. Reports amended or otherwise will be circulated with the minutes of this meeting.

Dear Councillor,

As a Member of the **FINANCE & GENERAL PURPOSES COMMITTEE YOU ARE HEREBY SUMMONED TO ATTEND** a meeting of the **FINANCE & GENERAL PURPOSES COMMITTEE** to be held on **WEDNESDAY NEXT 24 FEBRUARY 2016 at 7.00pm** in the Council Chamber, Council Offices, 52A Queen Street, Filey.

Yours faithfully

Gina Robinson

Gina Robinson
Town Clerk & Financial Officer

AGENDA

1. **NOTICE OF MEETING – Public Notice of the meeting has been given in accordance with Schedule 12, para 10(2) of the Local Government Act 1972**
2. **APOLOGIES – to receive and accept any apologies**
3. **DECLARATIONS OF INTEREST – Members are reminded of the need to consider whether they have a disclosable pecuniary interest or personal interest (as detailed in Appendix A and Appendix B of the Town Council's Code of Conduct) to declare in any of the items on this agenda.**
4. **REVIEW OF INVESTMENT BOND –**
 - a) to receive portfolio valuation as at 31 December 2015 for consideration (copy herewith)
 - b) to receive verbal report from the Town Council's Financial Advisor
5. **INTERNAL AUDIT REPORT – THIRD QUARTER 2015/2016 – to receive and accept the internal audit report for the Third Quarter 2015/2016 and make recommendations thereon (copy herewith)**
6. **THIRD QUARTER BUDGET REPORT 2015/2016 – to receive and accept Third Quarter Budget report for 2015/2016 for recommendation to full council (copies herewith)**
7. **ASSET REGISTER AND INVESTMENT ASSET REGISTER**
 - a) to receive Asset Register as at 31 March 2016 (copy herewith) and Council Offices Inventory (copy to be circulated at the meeting) for recommendation to full council
 - b) to receive Investment Assets Register for recommendation to full council (copy herewith)

- 8. FIXED TERM DEPOSIT ACCOUNTS** – to receive information from the Clerk for consideration thereon
- 9. REVIEW OF ANNUAL INVESTMENT STRATEGY** – to review and update strategy for recommendation thereon (copy herewith)
- 10. RISK MANAGEMENT –**
 - a) to receive copies of Financial Risk Assessments and Risk Management controls from the RFO for recommendation to full council (copies herewith)
 - b) to undertake a review of the effectiveness of internal control (copy to be circulated at the meeting)
- 11. FINANCIAL ASSISTANCE SCHEME –**
 - a) to consider the Town Council's Financial Assistance Scheme for 2017/2018 and make any recommendations thereon (revised copy application form attached)

***Members of the Finance & General Purposes Committee
Town Mayor, Cllr J Shackleton (Chairman)
Deputy Mayor Cllr S Bosomworth (Ex-Officio Member),
Cllr J Haxby (Vice Chairman), Cllr D Glanvill, Cllr J Meek, Cllr K Wilkie***