


NEWQUAY COUNCIL



Newquay Town Council, Municipal Offices, Marcus Hill, Newquay TR7 1AF
Tel: (01637) 878388 Email: office@newquay.town Web: www.newquaycouncil.co.uk

Monday 17 September 2018

You are hereby invited to an ordinary meeting of the **Finance and Policy Committee** which is to be held in the **Council Chamber, Marcus Hill**, Newquay at **7pm** on **Monday 24 September 2018** to transact the following business.

AGENDA

- 1. Apologies**
To receive and accept apologies for absence
- 2. Interests**
To receive **Declarations of Interest** and **Dispensations** awarded in respect of items on the agenda.
- 3. Minutes**
To take as read and confirm as accurate the minutes of the meetings held on
 - i. 25 June 2018*
 - ii. 06 August 2018 (extraordinary)*
- 4. Matters Arising** (for information only)
To discuss or note any matters arising from the minutes under item 3.
- 5. Matters Referred**
To discuss and make any decisions on matters referred to F&P
 - A. EDGP (E020/18(c)(1)) – Recommendation to review the Council’s five year strategic business plan in relation to Homeless matters and priorities**
- 6. Public Engagement Time** (15 minutes allowed)
To receive previously notified public questions, followed by verbal questions from attending public.
- 7. Risk Assessment and Terms of Reference (if needed)**
 - A. To receive and consider making recommendations to Full Council on any updates to the Committee Terms of Reference
 - B. To receive, consider and note the Committee Strategic Risk Assessment
 - C. To receive, consider and note the Detailed Financial Risk Assessment
- 8. Standing Orders and Financial Regulations (if needed)**
To receive, consider and recommend to Full Council any amendments to
 - A. Standing Orders
 - B. Financial Regulations
- 9. Audit, Assurance and Financial (to follow, if needed)**
 - A. To receive and accept confirmation of undertaking of Bank Reconciliation verification in-line with Fin. Reg. 2.2.
 - B. To receive and note the statement of receipts and payments to date with an explanation of material variances in-line with Fin. Reg. 4.8
 - C. To receive, consider and recommend any further amendments to Full Council on the Investment Strategy in-line with Fin. Reg. 8.5
 - D. To review, consider and make any recommendations to Full Council in relation to the Asset Register.
- 10. Motions moved under Standing Order 9B**
 - A. To increase the tenure of Mayor from one civic year to two civic years – Cllr Cheney
 - B. To recommend to Full Council that the Staffing Committee becomes a Standing Committee and thus enabling it to be represented on F&P by the Chair and/or Vice Chair – Cllr Cheney
- 11. Localism and Devolution (to follow)**
To receive and consider making recommendations to Full Council on the outline ‘Town Devolution Package’ including phases.

12. Draft Policies

To receive and consider recommending the following draft policies to Full Council for adoption (subject to amendments):

- A. Newquay Social Media Policy
- B. Sponsorship Policy

13. Data Protection Update and Data Controller (if needed)

To receive, consider, note and make any decisions or recommendations in relation to

- A. Data Controller Sub-Committee, acting as "Data Controller" and associated changes to the committee Terms of Reference

14. Financial Statement (to follow if needed)

To receive, consider and authorise the release of payment(s) in respect of committee purchases in-line with Financial Regulations 5.2. This includes authorising the release of the Mayor's Allowance through the Payroll system.

15. Exempt of Business

That under section 100A (4) of the Local Government Act 1972, the public and accredited representatives of newspapers be excluded from the meeting for the following items of business on the grounds that it involves the likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Act by virtue of the paragraph specified against the item.

A. **Mountwise Building**

- i. *To receive an update on the Mountwise Building Project and to make any decisions in relation to the renovation works/project (if needed)*

B. **Council Offices**

- i. *To receive an update on the Municipal Offices devolution and make any decisions in relation to recommendations and works identified as an operational priority (if needed)*

16. Items for information and discussion only

17. Date of the next meetings

The next F&P Committee meeting is to be held on Monday 26 November 2018 at 7pm (Council Chamber).

Yours sincerely,



Andrew Curtis BA (Hons) FIAB FCMI FSLCC MAAT MIOd
Town Clerk and Responsible Finance Officer

Committee Members: *Cllr R Craze (Chairman), Cllr A Hannan (Vice Chairman) and all Chairmen and Vice Chairmen of the standing committees (FBOS, Planning, T&L and EDGP).*