



THETFORD TOWN COUNCIL

TOWN CLERK: Maurice Howard

Council Offices
King's House
Thetford
Norfolk
IP24 2AP

Tel: 01842 754 247

15th January 2014

FINANCE COMMITTEE

A meeting of this Committee will be held in the Council Chamber, King's House, Thetford, on **Tuesday 21st January 2014, starting at 6.00 p.m.**

Town Clerk

AGENDA

- 701/13 **DECLARATIONS OF ANY DISCLOSABLE PECUNIARY INTERESTS**
To receive any additional interest not already registered.
- 702/13 **APOLOGIES FOR ABSENCE**
To receive.
- 703/13 **APPROVAL OF MINUTES**
To approve the minutes of the Committee's meetings held on 17th December 2013, to be received by the Council on 28th January 2014, to be confirmed as a true record and signed/initialled by the Committee Chairman.
- 704/13 **EXCLUSION OF PRESS AND PUBLIC**
To consider resolving that, pursuant to the Public Bodies (Admission to Meetings) Act 1960, the press and public be excluded for the remaining items of business on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be discussed.
- 705/13 **MONTH NINE REPORT**
To adopt.
- 706/13 **REVIEW OF FINANCIAL REGULATIONS**
Chairman to discuss:
- Current Regulations.
 - Model Regulations.
 - Proposed amendment to tender process.

- 707/13 CONTRACT RENEWALS
- Hanging Basket Watering – Tendering process initiated.
 - Cemetery Grass Cutting.
 - Grave digging.
 - Health & Safety Consultancy (reduction in hours) – currently not in contract.
 - Insurance due on 30th June 2016.
 - Employment advice and insurance due on 1st June 2014
- 708/13 NEW/PROPOSED CONTRACTS (OVER £5,000)
- Carnegie Heating
 - St Peter's
 - Play Parks
 - Skate Park
 - Charles Burrell High School (see minute no 713/13)
- 709/13 INVESTMENT REVIEW
Chairman to update.
- 710/13 STREET LIGHTS
Town Clerk to update.
- 711/13 CEMETERY COTTAGE HEATING
Town Clerk to explain V.A.T implications
- 712/13 SHAMBLES LEASES
Town Clerk to present request from existing tenant.
- 713/13 CBHS FINANCIAL PLAN
Chairman of Charles Burrell High School Sub Committee to present.
- 714/13 TAX AND STATUS REVIEW OF TOWN COUNCIL FINANCE
To discuss.
- 715/13 REVIEW OF FEES
Chairman to discuss.
- 716/13 SKATE PARK
To agree a sole contractor.
- 717/13 ITEMS OF URGENT BUSINESS
At the discretion of the Town Clerk to table urgent business.
- 718/13 PRESS RELEASES
To receive the Chairman's report for the Marketing & Communications Committee.