

Marlborough Town Council

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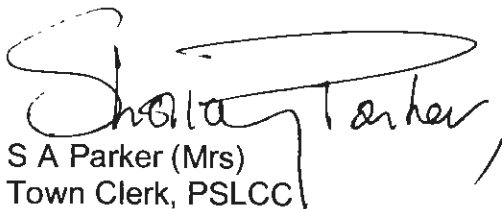
COUNCIL OFFICES
5 HIGH STREET
MARLBOROUGH
WILTSHIRE
SN8 1AA

27 November 2019

Councillors serving on the Finance & Policy Committee - Cllrs. A. Ross (Chairman), G. Loosmore (Vice-Chair), N. Fogg, A. Kirk Wilson, M. Cooper, S. Price and A. Wilson plus the Town Mayor

Dear Councillor,

You are summoned to attend a meeting of the **Finance and Policy Committee** to be held on Monday, **2 December 2019** in the **Council Chamber, Town Hall, Marlborough** immediately following the **Planning Committee** meeting and not before 7.30pm


S A Parker (Mrs)
Town Clerk, PSLCC

Public Question Time - In accordance with Standing Order 3 (f), members of the public may ask questions of the Finance & Policy Committee. The time allocated for this should not exceed 10 minutes and be limited to 1 question per person unless directed otherwise by the Chairman. A full response may not be possible without further research and the Chairman may direct that a written or oral response be given.

A G E N D A

- 1. Apologies for absence**
- 2. Declarations of Interest and Requests for Dispensations**
To receive declarations of interest and consider any requests for dispensations
- 3. Chairman's Announcements**
- 4. Minutes**
To approve and sign as a correct record the minutes of the Finance and Policy Committee meeting held on Monday, 23 September 2019
- 5. Town Clerk's Report**
To note the contents of the Town Clerk's report

6. Committee Budgets 2019/2020

To note the committee income and expenditure reports to end October 2019 (Month 7) and lists of payments

7. External Audit 2018/2019

To note the External Audit report for 2017/18 and that a Notice of Conclusion of Audit has been posted on the Town Council's website as required under the Accounts and Audit Regulations 2015

8. Devolution of Services

To note an update report by the Town Clerk and consider how progress on the town's journey towards devolution can be best communicated to local communities

9. Retention Policy

Following advice from the Town Council's Data Protection Officer, to consider a reviewed Retention Policy

10. Budget and Precept Setting 2019/2020

To note a report by Town Clerk/RFO and

- i) Consider the draft budget for the Finance & Policy Committee
- ii) Review recommendations and draft budgets for the Property, A&OS, Planning Committees and Staffing Sub-Committee
- iii) Consider whether an additional meeting of the Finance & Policy Committee should be held in order to finalise recommendations on committee budgets and a precept figure to Full Town Council at its meeting on 20 January 2020

Members are reminded that these budgets are in draft format only and not final figures