

4th September 2024

To: Members of Finance, Policy & Assets Committee

Dear Councillor

You are summoned to attend the meeting of the **Finance, Policy & Assets Committee** to be held at 3 New Street, Daventry, NN11 4BT on **Monday, 9th September 2024 at 18:30hrs.**

Yours sincerely



Deborah Jewell
Chief Officer

Email: chiefofficer@daventrytowncouncil.gov.uk

Telephone: 01327 301246

The press and public are cordially invited to be present.

Mobile phones must be switched off or turned to silent during the meeting.

Polite request: If you wish to film or record the meeting, please advise the Clerk in advance so that any necessary arrangements can be made to avoid disrupting the meeting and/or the view of the meeting by other members of the public. Any recordings made are your responsibility.

Audio recording notice: Please note, this meeting may be recorded - at the start of the meeting the Chairman will confirm if all or part of the meeting is being recorded. You should be aware that the Council is a Data Controller under the Data Protection Act. Data collected during this recording will be retained until the Minutes have been signed by the relevant Chairman as a true record.

A G E N D A

Open Forum. This part of the meeting is an opportunity for members of the public to speak, for a maximum of three minutes, on any item on the Agenda. Should you wish to speak, please advise the Meeting Host when you join the meeting to facilitate your request.

Please note: members of the public are not permitted to speak during the meeting.

- FP2409.1 Apologies for absence.** To receive and consider apologies for absence.
- FP2409.2 Declaration of Interests.** Members to declare any interests they consider relevant to specific items identified in this Agenda.
- FP2409.3 Minutes.** To approve and sign as a correct record the Minutes of the Finance and Policy Committee meeting held on Monday 12th August 2024.
- FP2409.4 Community Grant(s). To review following applications(s) received and make decisions thereon.**
- (i) Daventry & District Golf Club

- FP2409.5 Policies. To review and recommend for approval the following:**
- (i) Asset Management Plan
- FP2409.6 Licences.** To receive a report on Licences issued for events, works or access on land owned or leased by Daventry Town Council and make decisions thereon.
- FP2409.7 Open Space Management & Maintenance.** To receive a report from the Operations Officer on the management and maintenance of open spaces.
- FP2409.8 Internal Financial Check.**
- (i) To receive a report from Cllrs Thurston and Knape on the internal financial check for Quarter 1.
 - (ii) To consider the appointment of two members to carry out an internal financial check, July to September 2024.
- FP2409.9 Financial Reports**
- (i) To receive council budget/income and expenditure for August 2024.
 - (ii) To receive statement of Earmarked Reserves for August 2024.
 - (iii) To receive report on CIL receipts and expenditure.
 - (iv) To approve statement of balance and confirm reconciliation of same as at 31st August 2024.
 - (v) To approve schedule of payments for the period 13th August 2024 to 9th September 2024.
 - (vi) To note that there are no petty cash payments, inter account transfers and virements for the period 13th August 2024 to 9th September 2024.
- FP2409.10 Correspondence.** To note correspondence received and advise action, if any.
- FP2409.11 Date of Next Meeting.** To confirm the date of the next meeting as Monday 14th October 2024.