

10 April 2024

Dear Councillor,

**STAMFORD TOWN COUNCIL – NOTICE OF MEETING**

You are hereby summoned to attend a Finance, Personnel and Asset Committee Meeting to be held on **Tuesday 16 April 2024 at 6.30pm** for the purpose of considering and making recommendations as may be necessary with respect of each item on the agenda attached.

Yours sincerely,



Proper Officer – Acting Town Clerk

(For information only to those Members not on the Committee)

**COMMITTEE MEMBERS:**

<b>COUNCILLOR</b>	<b>ANDREW CROFT (MAYOR)</b>
<b>COUNCILLOR</b>	<b>KELHAM COOKE (CHAIRMAN)</b>
<b>COUNCILLOR</b>	<b>ROBIN MORRISON (VICE CHAIRMAN)</b>
<b>COUNCILLOR</b>	<b>BRETT ALLIBONE</b>
<b>COUNCILLOR</b>	<b>BARRY DEVEREUX</b>
<b>COUNCILLOR</b>	<b>SHAUN FORD</b>
<b>COUNCILLOR</b>	<b>HABIB RAHMAN</b>
<b>COUNCILLOR</b>	<b>ED FANCOURT</b>
<b>COUNCILLOR</b>	<b>JOANNA WINTERBOURNE</b>
<b>COUNCILLOR</b>	<b>AMANDA WHEELER</b>

## AGENDA

### FOR A MEETING OF THE FINANCE, PERSONNEL AND ASSET COMMITTEE ON TUESDAY 16 APRIL 2024 AT 6.30PM

*Members of the Public and Press are welcome to attend.  
Persons wishing to speak at the meeting are required to register their request  
with the Council 48 hours prior to the meeting date.*

*For ease the public may view proceeding remotely by clicking on the link [HERE](#) to join the meeting.*

1. **To receive any public representation in respect of business on the agenda** – *In accordance with Standing Order 3e.*
2. **Apologies and reasons for absence** - *To receive and resolve reasons for absence in accordance with the requirement of the Local Government Act 1972*
3. **Declarations of Interests** - *To receive declarations of interest in accordance with the requirements of the Localism Act 2011 and consider any applications for dispensations in relation to disclosable pecuniary interests or personal interests. Members may make any declarations of interest at this point and may also make them at any point during the meeting.*
4. **To sign the approved Minutes** – *To sign minutes of the Committee Meeting held on 12 March 2024 & 19<sup>th</sup> March 2024*
5. **Finance:**
  - a. To review, and recommend to Council, End of Year Accounts.
  - b. To review, and recommend to Council, Schedule No. 12b & 1.
  - c. To receive a verbal update on Legal fees for 2024.
  - d. To receive a verbal update on LCC grass verges contribution.
  - e. To review, and recommend to Council, Proposal for Waste collection.
  - f. Requests for Free Hires
    - i. French Twinning Civic Reception
    - ii. Art popup
6. **Grant applications:**
  - a. To review, and recommend to Council, the grant applications received from
    - i. *To consider and agree (or otherwise) a funding request from Ink Contemporary Theatre towards the creation and performance of a local community play.*
    - ii. *To consider and agree (or otherwise) a funding request from Stamford College Level 2 Creative Media Production & Technology Course for equipment to film a collaborative, Community Ukrainian twinning project.*
7. **Assets:**
  - a. To review, and recommend to Council, Proposal for the future use of the Pavilion.
  - b. To receive a verbal update on all Assets.
8. **To resolve to move into closed session in accordance with the Public Bodies (Admission to Meetings) Act 1960 due to the confidential nature of the business to be discussed in relation to the following matters: -**
  - a. To receive written and verbal correspondence in respect of staffing matters from HR Working Group.
    - i. *To review, and recommend to Council, Staffing arrangements at the Town Hall.*
    - ii. *To review, and recommend to Council, Review of HR Policies.*
    - iii. *To review, and recommend to Council, Terms of Reference for Committees for 2024/25 and meeting Schedule.*
9. **Date of the next meeting – TBC**