

Ringwood Town Council

"Greenways", 71 Christchurch Road, Ringwood

Tel: 01425 473883

www.ringwood.gov.uk

POLICY & FINANCE

Dear Member

12th February 2009

A meeting of the above Committee will be held at "Greenways" on **Wednesday 18th February 2009** at 7.00pm* or at the conclusion of the public participation session at 7.10pm and your attendance is requested.

T R Simpson
Town Clerk

PUBLIC PARTICIPATION:

*The meeting will be preceded by a public participation period of up to 10 minutes at 7.00pm. If no member of the public wishes to speak to the Council, the meeting will start at 7.00pm.

Members of the public are also entitled to speak during the meeting on individual items on the public agenda in accordance with the Council's public participation scheme.

Prior to the meeting, to receive:

1. Apologies for absence
2. Declarations of Interest

AGENDA

1. MINUTES OF THE PREVIOUS MEETING

To approve as a correct record the minutes of the meeting held on 21st January 2009.

2. FINANCIAL REPORTS (*Report A attached*):

- a. To receive and authorise list of payments made on Imprest Account in January.
- b. To receive and authorise list of Petty Cash payments for January.
- c. To receive Statement of Town Council Balances
- d. To authorise Inter Account Transfers
- e. To note the Finance Manager's report and receive Summary Budget Reports for period April 2008 to January 2009.

3. INTERNAL AUDIT REPORT 2007/08 RECOMMENDATIONS: PROGRESS

The Internal Audit Report for 2007/08 was received and considered by Members at the meeting of this Committee on 18th June 2008 (*Minute F/4281*). Report B (*attached*) provides Members with a progress report on the auditor's recommendations. Members are requested to note the actions taken and approve the target dates for the outstanding items.

4. RINGWOOD FESTIVAL

To receive minutes of the meeting of the Ringwood Festival Steering Committee held on 9th February and approve proposals therein (*Report C attached*).

5. GRANT AID

To consider the following applications for grant aid (*Report D attached*).

- a) New Forest North Citizens Advice Bureau
- b) Hampshire County Youth Band Association
- c) Friends of Ringwood Medical Centre

Members should note that the total grants now requested exceeds the unallocated balance on this budget.

6. DATA PROTECTION

In order to comply with its obligations under Data Protection legislation, the Council must ensure that Contractors also comply with that legislation. The Committee is requested to approve the form of the notification (*set out in Report E attached*) to be served on Contractors for this purpose. At present, only the Payroll Contractor deals with data covered by the legislation.

7. NEW FOREST NATIONAL PARK – ZONING WORKING GROUP

To consider appointing a Member to join a new NFNPA Zoning Working Group on the draft National Park Plan.

8. GRAPHICAL INFORMATION SYSTEM (GIS)

To receive a verbal update from the Town Clerk on progress on implementation, and the number of Town and Parish Councils indicating a wish to join, the GIS Project Partnership with New Forest District Council

If you would like further information on any of the agenda items, please contact Terry Simpson on (01425) 473883 or email terry.simpson@ringwood.gov.uk.

Committee Members

Cllr J D Heron (Chairman)
Cllr W S Rippon-Swaine (Vice Chairman)

Cllr N J Chard
Cllr N R G Clarke
Cllr M J Urwin
Cllr B Woodfield

Ex Officio Members

Cllr B H Terry (Mayor)
Cllr L C Ford (Deputy Mayor)

Student Advisors

James Fullick
Bryannie Thurston

Copied to other members for information.