

Ringwood Town Council

"Greenways", 71 Christchurch Road, Ringwood

Tel: 01425 473883

www.ringwood.gov.uk

POLICY & FINANCE

Dear Member

15th January 2009

A meeting of the above Committee will be held at "Greenways" on **Wednesday 21st January 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 10th December 2008.

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

- a) To receive and authorise list of payments made on Imprest Account in December
- b) To receive and authorise list of Petty Cash payments for December
- 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 December 2008

3. ANNUAL RETURN FOR THE YEAR ENDED 31 MARCH 2008

To note that the Audit Commission's certificate has been received for the Annual Return for the year ended 31st March 2008, and that all relevant legislation and regulatory requirements have been met. The Audit Commission does refer to the internal auditor's recommendations, a report on which will be brought to the February meeting of this Committee.

4. RINGWOOD FESTIVAL

To receive minutes of the meeting of the Ringwood Festival Steering Committee held on 5th January 2009 and approve proposals therein (*Report B attached*)

5. **DATE OF ANNUAL TOWN ASSEMBLY**

To consider holding the Annual Town Assembly on the same date as the Annual Meeting (Wednesday 6th May 2009) instead of on Wednesday 22nd April 2009.

6. **NOMINATION TO NATIONAL PARK AUTHORITY**

To confirm the nomination of Cllr Nigel Clarke to stand for election as the New Forest National Park Authority representative for Quadrant 2.

7. **COMMUNITY PLANNING**

To consider Information Sheet 1.4 issued by New Forest District Council (*Report C Information Sheet 1.4 attached; Town Clerk's report to follow*).

8. **TOWN PLAN – SUPPLEMENTARY PLANNING GUIDANCE**

To consider inviting Planning, Town & Environment Committee to arrange for the Economy Group, originally established in connection with the Town Plan, to prepare in consultation with New Forest District Council and appropriate residents, local organisations and commercial interests, a Town Design Statement to guide any future development proposals throughout the Town.

9. **EXCLUSION OF PUBLIC & PRESS**

To consider exclusion of public and press for the following items:

10. **FIRST FLOOR OFFICE ACCOMMODATION**

To consider arrangements for re-letting the offices at the end of the current lease period.

11. **HEALTH & SAFETY**

To appoint a consultant to undertake a review of existing policies and procedures. Provision is included in the base budget for this work.

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.