

Ringwood Town Council

"Greenways", 71 Christchurch Road, Ringwood

Tel: 01425 473883

www.ringwood.gov.uk

POLICY & FINANCE

Dear Member

13th May 2010

A meeting of the above Committee will be held at "Greenways" on **Wednesday 19th May 2010** 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.

AGENDA

1. APOLOGIES FOR ABSENCE

2. DECLARATIONS OF INTEREST

3. MINUTES OF THE PREVIOUS MEETING

To approve as a correct record the minutes of the meeting held on 21st April 2010, including the amendment to Minute F/4566 Grant Aid proposed at the Full Council Meeting on 28th April (*Minute C/5026 refers*).

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

- a. To receive and authorise list of payments made on Imprest Account in April;
- b. To receive and authorise list of Petty Cash payments for April;
- c. To receive Statement of Town Council Balances;
- d. To authorise Inter Account Transfers.

5. FINANCIAL SYSTEMS' CONTROLS

To consider the Finance Manager's report on Risk Assessments of Financial Systems' Controls (*Report B*).

6. REVIEW OF THE EFFECTIVENESS OF THE SYSTEM OF INTERNAL CONTROL

To consider the Finance Manager's report (*Report C attached*)

7. INTERNAL AUDIT 2009/10

To receive report and agree timetable of target dates (*Report D - to follow*).

**8. DRAFT FINAL ACCOUNTS AND ANNUAL RETURN FOR THE YEAR ENDED
31 MARCH 2010**

To consider the Finance Manager's report (*Report E attached*)

9. RINGWOOD FESTIVAL

To receive minutes of the meeting of the Ringwood Festival Steering Committee held on 10th May 2010 and approve proposals therein (*Report F attached*)

10. SAFETY OF A338

The Town Mayor and the Mayor of Fordingbridge are calling for safety measures to be introduced on the A338 following a recent serious two-vehicle crash. Members are asked to consider what, if any, further measures could be taken by the Town Council.

11. HONORARY TITLES AND OFFICERS OF DIGNITY

To consider the Town Clerk's report - *Report G attached*.

12. POSTAL ADDRESSES IN POULNER

To consider a request from New Forest District Council to support their proposal that Royal Mail include Poulner, North Poulner and Poulner Common in postal addresses, to mirror those held in the Electoral Register and Council Tax systems. Members may particularly wish to consider the postal addresses south of the A31 - *Report H attached*.

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

Student Advisors

Simon Hookins
Cassie Ware

Copied to other members for information.