

Ringwood Town Council

"Greenways", 71 Christchurch Road, Ringwood
Tel: 01425 473883
www.ringwood.gov.uk

POLICY & FINANCE

Dear Member

12th January 2012

A meeting of the above Committee will be held at "Greenways" on **Wednesday 18th January 2012** 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

Prior to the start of the Meeting, to receive Apologies for Absence

1) DECLARATIONS OF INTEREST

2) MINUTES OF THE PREVIOUS MEETING

To approve as a correct record the minutes of the meeting held on 7th December 2011.

3) 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 2011 to December 2011
- f. Debtors Control: Members are requested to note that, in accordance with the Policy on Income Recovery, there are no matters to bring to this Committee in connection with outstanding debtors for the quarter ending 31st December 2011.

4) GRANT AID

To consider the following applications for Grant Aid (*Report B attached*):

- 1) New Forest Citizens Advice Bureau
- 2) Bickerley Green Nursing & Residential Home.

5) ARCHIVES

- a. To consider the report on Digital Archiving attached as *Report C*;
- b. Town Clerk to report on documentation to be sent to County Archivist.

6) RINGWOOD FESTIVAL

To receive minutes of the meeting of the Ringwood Festival Steering Committee to be held on 16th January 2012 and approve proposals therein (*to follow*).

7) DIAMOND JUBILEE CELEBRATIONS

- a. To consider the report attached – *Report D*;
- b. To consider planting a Woodland Trust scheme ‘royal oak’ at the cemetery to replace a diseased oak and/or in the Jubilee Gardens.

8) GATEWAY PROJECT

- a. To consider future parking of the Greyfriars community minibus at Greenways, after the Town Council has relocated to the Gateway building;
- b. To consider designs for Courtyard gate infill panels;
- c. To consider arrangements for external landscaping and lighting;
- d. To receive a progress report from the Town Clerk (verbal report).

9) EXCLUSION OF PUBLIC & PRESS

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

10) GATEWAY PROJECT – FINANCIAL ARRANGEMENTS

- a. To consider the Finance Manager’s confidential report regarding borrowing approval attached as *Report E*;
- b. To consider arrangements for letting of the ground floor office at Greenways;
- c. To consider timescales and arrangements for disposal of building plot.

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 M A Steele
Cllr S Stokes

Cllr C Ford
Cllr M Thierry
Cllr R Frampton

Ex Officio Members

Cllr B Terry (Mayor)
Cllr S Rippon-Swaine (Deputy Mayor)

Student Advisors

Sam Poulter & Jenny Baldwin

Copied to other members for information.