

Ferndown Town Council's Finance and General-Purpose Committee

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Approved by Full Council 14 December 2020.

The Finance and General-Purpose Committee's Terms of Reference are:

- to study the long term aims and objectives of Ferndown Town Council (Council) in line with Council's 5 year Corporate and annual Action Plan and recommend forward programmes, projects and other steps necessary to achieve the Council's objectives in whole or in part during specific time spans,
- consider all the following matters and have executive powers once general policy and expenditure has been approved by Council:
 - (i) ensure that the financial status of Council is maintained within its agreed budget (income and expenditure),
 - (ii) approve all financial matters and accounts for payment as provided for by Council's Financial Regulations,
 - (iii) recommend the annual budget and precept to Council,
 - (ii) review and approve annual estimates, SLAs and regular contractor quotes,
 - (iv) consider Grant Aid requests within budget,
 - (v) review Council's governance documents and recommend any amendments as appropriate for adoption by Council,
 - (vi) ensure Council's financial practices comply with the Audit Commission, Central Government and Council's adopted Financial Regulations including Council's system of internal control and audit,
 - (vii) receive the Annual Statement of Audited Accounts and reports on the internal and external auditor and make recommendations to Council on any actions required,
 - (viii) overview the deliberations and actions of all Council's committees and create coordination between committees ensuring the efficient use of resources,
 - (ix) review Council's insurance policy requirements,
 - (x) review Council's asset register,
 - (xi) town partnership agreements (e.g. BID),
 - (xii) review Christmas lighting and town centre events/festivals,
 - (xiii) review and approve rent and hire charges,
 - (xiv) acquire and maintain IT and other office equipment and facilities, including a web and social media presence, to enable council staff to carry out their duties effectively.
 - (xv) authorise the disposal of Council assets,

The Town Clerk and Deputy Clerk will provide administrative support for the Committee.

Membership of the Committee shall be appointed at the annual meeting of Council and shall comprise seven Councillors, made up of the Chair and Vice Chair of the following committees: Planning Consultative Committee, Assets and Facilities Committee, Natural Environment Committee, KGV Management Committee, plus the Deputy Mayor and other members as required to fill membership numbers.