

David Ashlee Town Clerk

Your Ref
Our Ref: DA/RGS/C2

22nd January 2008

Dear Councillor

Could you please note that a meeting of Finance and General Purposes Committee will be held on **Monday 28th January 2007 at 7.30 pm** at the Council Chamber, Grove House, 76 High Street North, Dunstable when the following business will be transacted.

A G E N D A

Part I

1. Apologies for Absence.
2. Minutes of the meeting of Committee held on 19th November 2007 (copies previously circulated).
3. Specific Declarations of Interest.
4. To nominate a Town Mayor and Deputy Town Mayor for election at the Annual Council Meeting on 12th May 2008.
5. Arrangements for Annual Meeting of the Council (Mayor Making Ceremony) 2008 – report of Head of Finance and Support Services (see page 1).
6. Arrangements for the annual Town Meeting to be held on 21st April 2008 at Dunstable College – report of Head of Finance and Support Services (see page 3).
7. References from Committees (see page 5).

Cont/d ...

8. Accounts –

- a) to receive the Minutes of the Accounts Sub-Committees held on 22nd November, 20th December 2007 (see page 7) and 24th January 2008 (to be available at the meeting). (The full schedule of accounts approved at these meetings will be on the table for inspection by Members.)
- b) audit of the 2005/2006 and 2006/2007 accounts – report of Head of Finance and Support Services (see page 11).
- c) Pension Fund Contributions 2008/2011– report of Head of Finance and Support Services (see page 13)
- d) Town Council Precept 2008/2009 – report of Town Clerk (see page 14).

(Copies of the Budget Proposals for 2008/2009 have previously been circulated. Members are reminded to bring their copies with them to the meeting)

9. To receive Auditor's Statutory Report on the Best Value Performance Plan 2007/2008 (see page 24).
10. Health and Safety Policy (see page 27).
11. Appointment of Personnel Panel and Constitution Panel - report of Town Clerk (see page 40).
12. GMB Collective Agreement – report of Town Clerk (see page 42).
13. Civic Events and Mayoral Activities – report of Mayoral and Democratic Services Officer (see page 46).
14. Town Centre Management Committee – Minutes of the meeting held on 27th November 2007 (see page 50).
15. Local Strategic Partnership – information report of Town Clerk (see page 53).
16. Reports from Outside Organisations.

DA/RGS/C2
21st January 2008

Part II

It is recommended that the following item be considered after a resolution has been passed excluding the press and public.

1. Staffing Matter – report of Town Clerk (see page 54).

Yours faithfully

D Ashlee
Town Clerk

To: All Members of Finance and General Purposes Committee
Councillor Mrs B M Boatwright (Town Mayor); Councillor A E Green (Deputy Town Mayor);
Councillors Mrs S A Newton (Chairman); M J P Mullany (Vice-Chairman); P J Boatwright, T
C Colbourne, A J Fairbairn, M Hearty, M Jones, P E Russell, T Stock and M Tilley and other
Members of the Council for information.