

**COUNCILLORS ARE HEREBY SUMMONED  
TO ATTEND A MEETING OF THE  
FINANCE STRATEGY AND MANAGEMENT COMMITTEE**

to be held on

**TUESDAY 16 FEBRUARY 2010 AT 7.30 PM**

at

**COUNCIL CHAMBER, TOWN HALL  
HENLEY-ON-THAMES**

Mr M Kennedy  
Town Clerk

11 February 2010

**MEMBERSHIP:**

The Mayor, Councillor Mrs E Hodgkin  
The Deputy Mayor, Councillor Mrs J Wood  
Councillor Mrs J Bland  
Councillor Mrs G Dodds  
Councillor A J Follett (Vice-Chair)  
Councillor Miss L M Hillier  
Councillor D Nimmo-Smith  
Councillor C I Pye  
Councillor Dr P J Skolar  
Councillor Dr B G Wood (Chair)

Members are reminded to sign the attendance book.

## AGENDA

1. **TO RECEIVE APOLOGIES FOR ABSENCE**

Apologies have been received from Councillor Dr P Skolar.

2. **TO RECEIVE DECLARATIONS OF INTEREST**

*Members are hereby reminded that, under the provisions of Part 2 of the Local Government Act 2000 (The Code of Conduct), a member with a personal interest in a matter who attends a meeting of the authority at which the matter is considered must disclose to that meeting the existence and nature of that interest at the commencement of that consideration, or when the interest becomes apparent. A member with a personal interest in a matter also has a prejudicial interest in that matter if the interest is one which a member of the public with knowledge of the relevant facts would reasonably regard as so significant that it is likely to prejudice the member's judgement of the public interest. A member with a prejudicial interest in any matter must withdraw from the room or chamber where a meeting is being held whenever it becomes apparent that the matter is being considered at that meeting, unless he has obtained a dispensation from the standards committee of the responsible authority; and not seek improperly to influence a decision about the matter. For the purposes of this Part (of the Act), "meeting" means any meeting of the authority; or any of the authority's committees, sub-committees, joint committees or joint sub-committees.*

3. **PUBLIC PARTICIPATION SESSION**

**TO RECEIVE** questions and comments from members of the public on any items included on the agenda. The session to last no longer than 10 minutes and each speaker to be limited to 2 to 3 minutes.

4. **MINUTES**

**TO APPROVE** the Minutes of the Meeting held on 12 January 2010 (previously distributed).

5. **PROGRESS REPORT**

**TO CONSIDER** the attached progress report.

6. **FINANCE**

- i) **TO NOTE** the budget monitoring report and accompanying notes (attached).
- ii) **TO NOTE** the investment performance update (attached).
- iii) **TO RECEIVE** the list of payments approved from January 2010 (attached) and **TO NOTE** the year to date supplier costs.

7. **GRANTS**

2009 -10 Budget:           £ 5,000  
Expenditure to date: £ 4,804  
Committed expenditure:   £ 100

Available balance:         £ 96

In view of the minimal budget remaining, there are three options available:

- i) defer the consideration of the applications until the April meeting when the overall budget surplus for 2009-10 would be known.
- ii) defer the consideration of the applications until the September meeting when the first tranche of the 2010 -11 grant applications are reviewed.
- iii) Identify underspending from other budget headings in 2009-10.

(To note: FS&M minute 32 15.9.09 refers. It was agreed that the overall budget should be examined in early 2010 to see if additional funds could be identified to allocate to the grants budget.)

**TO CONSIDER** the following grant applications:

• Ryder Cheshire Volunteers	£ 200 – 500 *
• Henley Football Partnership	£ 445
• Sue Ryder Care	£ 1,000
• Henley Fringe Ltd	£ 1,000
• Swan Lifeline	£ 5,000
• South Oxon Mencap Soc	£ 500
• Henley Literary Festival Ltd	£ 1,592
• Henley Town & Visitors Regatta	£ 1,500
• Henley in Transition	£ <u>154</u>

Total: £ 11,691

\* re-submitted from the September 2009 Finance meeting at Committee's request.

8. **FRSSE REPORTING**

**TO NOTE** the attached update report.

9. **ANNUAL TREASURY MANAGEMENT STRATEGY 2010-11**

**TO RECEIVE, CONSIDER and RECOMMEND** to Full Council the adoption of the Council's annual treasury management strategy for 2010-11 (copy attached).

10. **LIFT MAINTENANCE**

**TO CONSIDER** the attached report.

11. **HENLEY TOWN COUNCIL SUBSCRIPTIONS**

**TO CONSIDER** the attached report.

12. **HEALTH & SAFETY POLICY STATEMENT**

**TO APPROVE** the attached statement.

13. **MAINTENANCE/REFURBISHMENT OF COUNCIL ASSETS**

**TO CONSIDER** the attached report.

14. **REPORTS IN CONFIDENTIAL SESSION**  
**TO CONSIDER** the attached report.

15. **ENERGY USAGE**  
**TO CONSIDER** the attached report.

16. **EXCLUSION OF THE PUBLIC AND THE PRESS**

It is proposed by the Chairman

that the public and the press be excluded from the remainder of the meeting in accordance with the Public Bodies (Admission to Meetings) Act 1960 as matters which will be discussed are considered to be confidential.

17. **CONFIDENTIAL**

- i) **LEGAL UPDATE**  
**TO NOTE** the attached report.
- ii) **ANNUAL LICENCE RENEWAL**  
**TO CONSIDER** the attached letter requesting a reduction of the licence fee for 2010.
- iii) **PARKS SERVICE REVIEW**  
**TO CONSIDER** the attached report.

Mr M Kennedy

11 February 2010