



BECCLES TOWN COUNCIL

TOWN HALL, THE WALK, BECCLES, NR34 9AJ
TEL 01502 712109 ~ FAX 01502 716166
admin@beccles.info
www.beccles.info

You are summoned to a meeting of the **Finance and General Purposes Committee** to be held on **Wednesday 28 March 2018 at 10:00am** in the Council Chamber of Beccles Town Hall

Committee Members: Councillors N Brooks (Chair), R Kathuria (Deputy Chair), E Brambley-Crawshaw (Deputy Mayor), G Elliott, J Harris, S Kenward, R Stubbings (Mayor), J Walmsley

Mrs Claire Boyne
Town Clerk
21 March 2018

1. To receive and approve apologies for absence
2. To receive Declarations of Interest or any requests for the granting of dispensations in relation to any Disclosable Pecuniary Interests in items on the agenda (*requests for dispensations to be submitted to the clerk in advance*)
3. To accept for accuracy and adoption the minutes of the Finance and General Purposes Committee meeting held on Wednesday 24 January 2018 (*draft attached*)
4. To review the current S106 and Community Infrastructure Levy schedules (*schedules attached*)
5. To receive the legal briefing from the National Association of Local Councils regarding reporting personal data breaches (*attached*)
6. To review the General Data Protection Regulations Toolkit, agree the Consent Form, General Privacy Notice and the Privacy Notice for staff and councillors and agree to engage the services of The DPO Centre as the council's Data Protection Officer (*toolkit, forms, privacy notices and quotation attached*)
7. To review the council's insurance policy schedule for the coming year (*policy schedule attached*)
8. To consider engaging the payroll service provided by the Suffolk Association of Local Councils (*quotation attached*)
9. To recommend to council adoption of the Investment Strategy 2018/19 (*strategy attached*)
10. To consider the reinvestment of council funds in the Santander Fixed Rate Business Bond (*details attached*)



Mrs Claire Boyne ~ Town Clerk
Mr Charlie Middleton ~ Deputy Town Clerk

11. To review the advice received regarding VAT registration (*advice attached*)
12. To review the frequency and method of delivery of the council's newsletter, The Charter (*recommendation from Personnel Committee attached*)
13. To receive an update on council leases (*schedule attached*)
14. To confirm the date of the next meeting