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8 December 2016

To: All Members of the Finance and Administration Committee – Councillors S Abbott, P Anstey, J Fraser, Mrs R Hopkinson, M Jackson, D Jarman, D Jones, P Pearson, M Simpkins, R Taylor.

All other Members of the Council for information.

Dear Councillor

The next meeting of the Finance and Administration Committee will be held on Wednesday 14 December 2016 in the Town Hall at 7.30pm.

Yours sincerely

David J Martin
CHIEF EXECUTIVE

AGENDA

1. Apologies
2. Public Question Time and Petitions
3. Declarations of Interest

To receive any Declaration(s) of Interest under Corsham Town Council's Code of Conduct issued in accordance with the Localism Act 2011.

4. Matters Arising from the Minutes of the Finance and Administration Committee Meeting held on 12 October 2016 - *for information only*.
5. Grant Applications (Fifth Round) – The grants scheme for 2016/17 is being publicised and four grant applications have been received for consideration at this meeting. The applications can be viewed in the Town Hall during office hours and will also be available half-an-hour prior to the meeting.

The balances of the grants budgets for 2016/17 are as follows: Grants General (budget heading 102/1260) £903; Methuen Hall (budget heading 102/1261) £5,500; Arts Centre (budget heading 102/1265) £2,000; Community/Village Halls (budget heading 102/1271) £1,000; Tourism/CADT (budget heading 102/1272) £2,500. There is also an earmarked Grant Reserve Fund (budget heading EMR 347) £9,800.

Details of the grant applications are as follows:

Awarded 2015/16	Requested 2016/17	Applicant & Purpose
£0	£75	Wessex Multiple Sclerosis Therapy Centre – Towards a new rehabilitation exercise bike.
£0	£250	HELP Counselling Services – Towards volunteer expenses.
£500	£500	The Corsham Walking Festival – Towards mini-bus support, advertising, opening ceremony and insurance.
£0	£100	Victim Support Wiltshire – Towards purchasing emergency personal alarms and security cameras for victims of crime and special toys for children.

- *for consideration and decision.*

6. Detailed Income and Expenditure Accounts (including the Town Hall) – To consider the financial report – *for review.*
7. Draft Budget 2017/18 (*Minutes P&A 57/16 and CS 38/16*) – Further to previous meetings the Committee is asked to consider the attached budget report and make a recommendation on the 2017/18 budget and precept to the Full Council – *instructions requested.*
8. Strategic Plan Monitoring and Evaluation (*Minute F&A 29/16 and others*) – The attached Monitoring and Evaluation sheet provides details of all the actions within the Strategic Plan themes covered by the Finance and Administration Committee (along with related actions which are monitored by other Committees/Council for information) – *for information and comment.*