



Shaftesbury Town Council
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To members of Shaftesbury Town Council's General Management Committee (GEM), Councillors for GEM; Brown (Chair), Cook (Vice-Chair), Chase, Lewer, Welch, Hall and Proctor.
You are summoned to a meeting of the General Management Committee for the transaction of the business shown on the agenda below. To be held at 7.00pm on **Tuesday 20 October 2020** [online at Zoom.us](https://www.zoom.us/j/85127946391).
Meeting ID: 851 2794 6391

All other recipients for information only

Claire Commons CertHE PSLCC, Town Clerk and Responsible Finance Officer (RFO)
14th October 2020

Public Participation

Due to the current government coronavirus response, the Town Council will be meeting online. Members of the public are encouraged to submit their questions or comments under 'Public Participation' in advance of the meeting to the Chairman and these will be made available to all Councillors. Members of the public may also link in to observe the meeting using the details above. ([Local Government Act, 1972 s.100](#))

Online Meeting Arrangements

The Chairman will host the meeting, attendees will be muted and councillors invited to speak in turn at each agenda item in line with Standing Orders Rules of Debate, Councillors may raise their hand to indicate that they wish to speak at other times. ([The Local Authorities and Police and Crime Panels \(Coronavirus\) \(Flexibility of Local Authority and Police and Crime Panel Meetings\) \(England and Wales\) Regulations, 2020](#))

The 7 principles of public life

Selflessness, Integrity, Objectivity, Accountability, Openness, Honesty and Leadership

([Committee on Standards in Public Life, 1995](#))

Agenda

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| 1 APOLOGIES | 6 |
| To receive and consider for acceptance, apologies for absence
(Local Government Act, 1972 s.85) | (1 min) |
| 2 DECLARATIONS OF INTEREST | 6 |
| To declare any interests relating to the business of the meeting and receive any dispensation requests from the Clerk.
(Shaftesbury Town Council Code of Conduct, 2019) | (1 min) |
| 3 MINUTES | 8 |
| To confirm the minutes of the previous meeting of the General Management Committee.
(Local Government Act, 1972 Sch 12) | (3 min) |
| 4 REPORTS FOR INFORMATION | 9 |
| To receive and note reports pertaining to the remit of the Committee
(Shaftesbury Town Council Scheme of Delegation, 2019) | (5 min) |
| 5 PAYMENTS | 12 |
| To consider payments for authorisation
(Local Government Act, 1972 s.150) | (5 min) |

6 FINANCES – QUARTER 2	15
To receive the Town Council’s accounts for the second quarter of the financial year 2020/21 <i>(Local Government Act, 1972 s.151)</i>	(10 min)
7 BUDGET	17
To consider the committee and Council budget requirements for 2021 - 2022 <i>(Shaftesbury Town Council Financial Regulations, 2019)</i>	(30 min)
8 FINANCE TRAINING	33
To consider bespoke finance training for councillors <i>(Local Government Act, 1972 s.111)</i>	(5 min)
9 COMMITTEE TERMS OF REFERENCE	35
To review the Committee’s Terms of Reference <i>(Local Government Act, 1972 s.111)</i>	(10 min)
10 POLICIES	43
To review the list of Council policies and determine how to review <i>(Localism Act , 2011 s.1)</i>	(15 min)

(End)

Anticipated meeting end time 8:35pm