

HUNSTANTON TOWN COUNCIL

Hunstanton Town Councillors are summoned to a meeting of the Full Council to be held in Hunstanton Council Chamber on Friday 12th December 2014 at 6:30 pm.

Prayers Councillors are reminded that they do not have to participate in the prayers and are welcome to leave the room for the duration as this is not an agenda item.

The following business is to be transacted

1. Apologies for Absence
2. Public Question Time
A ten minute period for members of the public to put questions to or bring matters to the attention of HTC.
3. Police Liaison Officer
To receive a report from the Police Representative.
4. Borough Council of King's Lynn & West Norfolk
To receive a report from one or more of the Borough Councillors representing Hunstanton.
5. Norfolk County Council
To receive a report from County Councillor R Bird.
6. Mayor's Remarks
The Mayor to bring to the attention of the Council matters considered appropriate.
7. Minutes – confirmation of
An ordinary meeting of the Town Council held on 14th November 2014.
Copies of the minutes of these meetings enclosed for members.
8. Minutes
Matters arising.
9. Questions
To answer any questions put by Members in accordance with Standing Orders.
11. Committee Recommendations
To consider adoption of Recommendations made at the meetings of the Finance, Quality Council and Town Hall Management Committees held on 3rd December 2014 and to receive a note of the Urgent Matters Committee meeting held on 26th November 2014.
Copies of the minutes of these meetings enclosed for members.
12. Employment Working Party Note of Meeting
To receive a confidential note of the meeting of the Employment Working Party, which took place on 1st December 2014, and approve, if appropriate, recommendations therein.
Copy of note of meeting enclosed for members.
13. Accounts for Payment
To consider and authorise for payment Schedules of Accounts for Town Council No 15/09a, the Tourist Information Centre No T15/09a and the Community Centre No 15/09a. Copies of the Schedules enclosed for members.

14. Estimates for Expenditure for 2015/2016
To consider and recommend for approval, if appropriate, estimates for Income & expenditure for Hunstanton Town Council for 2015/2016 and resultant precept. Documentation to follow.
15. Estimates for 2015/2016 for the Tourist Information Centre
To consider and recommend for approval, if appropriate, estimates for Income & expenditure for the Tourist Information Centre for 2015/2016.
Documentation to follow.
16. Internet Banking
From 4th February 2015, the introduction of charges by Barclays Bank Plc for the issuing of cheques for payments of goods and services and fees for each bank account in use has necessitated an examination of how best to introduce internet bank for HTC payments and accounts. The Town Clerk, Deputy Town Clerk and the Chairman of the Internal Audit Group, Cllr Ruston, met with HTC's Business Banker to discuss how best this could be achieved. Barclays Bank Plc's response to that meeting is enclosed for members.
- 16.1 Amendment to Financial Regulations
To consider and approve an amendment to Financial Regulation 6.4 to allow for authorisation of payments by one HTC member and counter authorisation by the Town Clerk or Deputy Town Clerk. Copy of relevant page of the Financial Regulations enclosed for members.
- 16.2 Member Signatory
To consider which HTC Member should be the authorised signatory for all payments.
- 16.3 Amalgamation of HTC Bank Accounts
To authorise the amalgamation of all HTC Current Accounts to one Current Account and the creation of one Deposit Account in order to decrease the cost of operating bank accounts.
- 16.4 Alternative Banking
To authorise the Town Clerk, the Deputy Town Clerk and Cllr Ruston to negotiate internet banking arrangements with Barclays Bank Plc or any other bank who may provide more flexible and convenient services and report back to the Council.
(In view of the urgency of this matter it may be necessary to the matter raised in 16.4 to the General Purpose Committee for use of its Executive Powers to authorise any changes).
17. Estimate for repairs to Council Chamber Roof
To receive and approve, if appropriate, an estimate for repairs to the Council Chamber Roof and guttering. Copy of estimate enclosed for members.
18. Correspondence
To receive a summary of miscellaneous correspondence received since the last meeting.
A copy will be available for members at the meeting.
19. Public Question Time
An additional 5 minute period for members of the public to put questions to or bring matters to the attention of HTC that have taken place during the meeting.

L J Powell,
Town Clerk,
4th December 2014