

# WORKINGTON TOWN COUNCIL

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Ref. FP&E211113

14 November 2013

To Members of Finance, Property and Employment Committee

N Schofield	M Fryer
A Lawson	D Coe
B Bacon	N Hardy
M Heaslip	C Armstrong
B Reville	R Jones
B Cannon	H Harrington

## **(Copy for information only to other members of Workington Town Council)**

You are summoned to a meeting of Workington Town Council Finance, Property and Employment Committee on Thursday 21 November 2013 at 6.00 pm in the Mayor's Reception Rooms, Town Hall, Workington.

Yours faithfully

Chris Bagshaw  
Town Clerk

## **AGENDA**

### **1. Apologies**

To receive and accept any apologies for absence.

### **2. Declarations of Interest**

To receive any declarations of interest relating to matters which appear on this agenda, but which have not been previously declared on members' declarations of pecuniary interest and other interests.

### **3. Exclusion of Press and Public (Public Bodies Admission to Meetings Act 1960)**

To consider whether there are any agenda items during consideration of which the press and public should be excluded.

#### **3a) Minutes of the Last Meeting**

To receive the minutes of the meeting on 19 September and affirm them as a true record.

### **4. Schedule of Payments**

- a) To receive a statement from the clerk on queries relating to the last period.
- b) To receive and note Schedule of Payments 6 September to 7 November 2013

### **5. Bank Reconciliation Statement**

To receive and note Reconciliation Statement as at 31 October 2013

### **6. Budget Monitoring Statement**

To receive a report on the Budget Monitoring Statement for 2013 – 2014 to 7 November 2013.

### **7. Opening of a Bank Account with Cumberland Building Society**

To approve the opening of a new bank account with the Cumberland Building Society, in line with the recommendations of the Internal Auditor that our current balances are too high to be held in only two institutions.

### **8. Internal Auditor**

To approve the appointment procedure for an Internal Auditor (Appendix A).

### **9. Staffing issues**

- a) To receive an update from the town clerk on actions arising from the September meeting relating to:
  - a) Pensions for staff
  - b) an Events Officer
  - c) Risk management

### **10. Property issues**

To receive an update from the clerk on the progress of:

- a) accommodation for the Council's officers and Mayor's Parlour

- b) the acquisition of play areas
- c) the securing of the allotment estate
- d) management of the land at Vulcan's Lane

**11. Photocopier**

To consider a proposal to install a stapler/collater on the council's photocopier.

**12. Changes to the Budgeting Allocations for 2014-15.**

To consider the way the FPE budgets are allocated and to make any appropriate recommendations (see Appendix B).