



RAUNDS TOWN COUNCIL

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31 May 2018

Dear Councillor,

You are summoned to attend a meeting of the Finance and Policy **Committee of Raunds Town Council** to be held in the Council Chamber, The Hall, Thorpe Street, Raunds on **Thursday 7 June 2018 at 7.30pm**. Press & Public welcome.

Kate Houlihan
Clerk to the Council

- 72.18 To elect a Chairman of the Finance and Policy Committee**
- 73.18 To elect a Vice-Chairman of the Finance and Policy Committee**
- 74.18 To Receive Apologies for Absence.**
- 75.18 Notification of requests from members of the public to address the meeting in compliance with adopted protocol.**
- 76.18 Notification of members questions in compliance with the council's standing orders.**
- 77.18 Declarations of Interest.**
COUNCILLORS ARE REMINDED THAT IF THEY HAVE EITHER A DISCLOSABLE PECUNIARY INTEREST OR OTHER INTEREST IN ANY ITEM THEN THEY SHOULD DECLARE THE INTEREST AND LEAVE THE MEETING FOR THAT ITEM
- 78.18 Minutes:** to confirm the minutes of the Policy and Resources Committee meeting held 7 February 2018 (copy herewith)
- 79.18 Minutes:** confirm the minutes of the Finance Committee meeting held 12 April 2018 (copy herewith)
- 80.18 Standing Orders:** to consider the revised model standing orders from the National Association of Local Councils (copy herewith)
- 81.18 Terms of Reference for Committees:** to review the terms of reference for committees and to consider any amendments required. (copy herewith)
- 82.18 Public access to meeting reports:** to consider a policy on what reports are made available to the public ahead of council meetings (draft to follow)
- 83.18 Bank reconciliations:** To approve the bank reconciliations from January-March 2018 (copies herewith)

- 84.18 Payments for approval:** To approve payments since the last finance committee meeting. (copies herewith)
- 85.18 Year End Accounts and Annual Return:** To receive the draft annual return and draft accounts (copies to follow)
- 86.18 Annual report:** To review the draft annual report (copy to follow)
- 87.18 GDPR Compliance:**
- a) To adopt the Data Map (copy to be presented at the meeting)
 - b) To review the Data Protection Policy, Subject Access Request Procedure, Data Breach Policy and Records Retention Policy (copies herewith)
 - c) To review the Council's Privacy Notice (copy herewith)
 - d) To consider circulating the Security Compliance Checklist to all Councillors for completion. (copy herewith)
 - e) To note that the council is already registered as a Data Controller with the ICO