



HUNSTANTON

TOWN COUNCIL

To all members.

Committee Meetings

You are summoned to attend meetings of those committees of which you are a member on

Wednesday 8th February 2017

The meetings will be held in Hunstanton Town Hall, in the following sequence:-

Commencing at 6.30pm

1. General Purpose
2. Finance
3. Quality Council
4. Town Hall Management

The business to be transacted at each meeting
and copies of relevant documentation are enclosed.

L J Powell
Town Clerk
2nd February 2017

HUNSTANTON TOWN COUNCIL

There will be a meeting of the **Finance Committee** on **Wednesday 8th February 2017** in Hunstanton Town Hall
This meeting will follow on from that of the General Purpose Committee

The following business will be transacted
**Please note: this meeting may be recorded or filmed
by the Town Council or members of the public.**

1. Apologies for Absence
2. Declarations of Interest
To receive members' declarations of interest.
3. Minutes - confirmation of
Previous meeting of the Committee held on 11th January 2017.
4. Minutes
Matters arising.
5. Finance Committee Working Parties
To receive meeting notes and approve recommendations, as appropriate, from Working Parties appointed by this Committee. Copies enclosed for members.
 - 5.1 17th January 2017 – Employment Working Party.
One recommendation.
6. Profit & Loss Report
To receive a profit & loss report and copy of financial statement 1ST January 2017 to 31st January 2017.
7. Report from Internal Auditor
To receive the quarterly report from the Internal Auditor. Copy enclosed for members.
8. Energy Quotes
To consider which energy provider to sign up with and for the length of time. Copies enclosed for members.
9. Allotment Road
To consider awarding a donation towards the cost of repairing the road that leads to the Northfield Allotments. Total cost £540.
10. ECS Computers
To consider the quotation from ECS Computers for two new PC's for the Clerk and Deputy Clerk
11. Quotation for New Website
To consider the quotation for the new website due to failure/hacking of the current one. Copy enclosed for members.

HUNSTANTON TOWN COUNCIL

There will be a meeting of the **General Purposes Committee** on **Wednesday 8th February 2017** in Hunstanton Town Hall.
Commencing at **6.30pm**.

The following business will be transacted
**Please note: this meeting may be recorded or filmed
by the Town Council or members of the public**

1. Apologies for Absence
2. Declarations of Interest
To receive members' declarations of interest.
3. Minutes - confirmation of
Previous meeting of the General Purpose Committee held on 11th January 2017.
4. Matters Arising
5. Councillors Surgery Report
To receive a report from one or more Town Councillors taking the 7th February 2017 surgery.
6. Planning Applications
To receive a report from the Planning Chairman as to planning applications dealt with by e-planning since the last meeting.
7. Chamber of Trade
To receive a report from a member of HTC attending Chamber of Trade meetings.
8. Civic Society
To receive a report from a member of HTC attending the Civic Society.
9. Anglia in Bloom
To receive a report from a member of HTC on the Anglia in Bloom Committee.
10. Hunstanton Prosperity
To receive a report from a member of HTC on the Hunstanton Prosperity Committee.

HUNSTANTON TOWN COUNCIL

There will be a meeting of the **Quality Council Committee** on **Wednesday 8th February 2017** in Hunstanton Town Hall. This meeting will follow on from that of the Finance Committee.

The following business will be transacted

Please note: this meeting may be recorded or filmed by the Town Council or members of the public.

1. Apologies for Absence
2. Declarations of Interest
To receive members' declarations of interest
3. Minutes - confirmation of
Previous meeting of the Committee held on 11th January 2017.
4. Minutes
Matters arising.
5. Quality Council Committee Working Parties
To receive meeting notes and approve recommendations, as appropriate, from Working Parties appointed by this Committee. Copies enclosed for members.
 - 5.1 17th January 2017 – Syrian Refugee Befriending Working Party.
No recommendations.
6. Water Refill W/P Terms of Reference
To consider the Water Refill Working Party Terms of Reference. Copy enclosed for members.
7. Poor State of a Property on Westgate
At the request of Cllr Bird, to consider what action, if any to take regarding the poor state of 28 – 30 Westgate. Copy of email to Cllr Bird enclosed.
8. Update on the HLF Funded Renovation of The Green and Esplanade Gardens
At the request of Cllr Murray, to discuss an update on the HLF funded renovation of The Green and Esplanade Gardens.

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HUNSTANTON TOWN COUNCIL

There will be a meeting of the
Town Hall & Community Centre Management Committee on
Wednesday 8th February 2017 in Hunstanton Town Hall.
This meeting will follow on from that of the Quality Council Committee.

The following business will be transacted

**Please note: this meeting may be recorded or filmed
by the Town Council or members of the public.**

1. Apologies for Absence
2. Declarations of Interest
To receive members' declarations of interest
3. Minutes - confirmation of
Previous meeting of the Committee held on 11th January 2017.
4. Minutes – matters arising
5. Town Hall Report
To receive Town Hall Report prepared by the Town Hall Manager. Copy enclosed for members.
6. Community Centre Report
To receive Community Centre Report prepared by the Town Hall Manager. Copy enclosed for members.
7. Town Hall & Com Centre Booking Lists
To receive the current Booking Lists, hard copy enclosed plus available on the HTC Website.

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