

Finance and General Purposes

Kidsgrove Town Council
Victoria Hall
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Kidsgrove
Staffordshire
ST7 4EL



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31st December 2019

To: **Members of the Finance and General Purposes Committee**

Dear Councillor,

You are summoned to attend a meeting of Kidsgrove Town Council Finance and General Purposes Committee to be held at **7.30pm** on Monday, 6th January 2020 (Chairman's Room).

Yours sincerely,

A handwritten signature in black ink that reads 'Sue Davies'. The signature is written in a cursive style.

Sue Davies
Town Clerk

Business to be transacted

1. To receive apologies for absence
2. To note declarations of Members' Interests
3. To receive and confirm the minutes of the meeting held on the 19th December 2019. (Circulated separately.)
4. Public Participation

A period not exceeding 15 minutes for members of the public to ask questions or submit comments. (No individual to speak for more than 2 minutes without the permission of the chairman).

5. Matters arising not covered elsewhere: All matters arising deferred to allow focus on the budget and precept.

6. Council Finance

- a. To receive and resolve to approve the schedule of payments. (Circulated separately)
- b. To receive bank reconciliations and the statement of accounts dated 31st December 2019. (To be tabled – these will also be presented to Full Council for approval on the 23rd January)
- c. To receive an update on ‘in-house’ audits.

7. Budget 2020/2021 - To receive, discuss and to recommend for approval to Full Council a budget proposal and precept for 2020/2021. ¹ (The budget draft produced at the meeting on the 19th December circulated separately.)

8. To receive and consider the first draft and the Officer/Member protocol. (To be circulated)

9. Clerk’s and Chair’s Reports

10. Future Key Agenda Items

- a. Data protection Officer Provision
- b. Email provision
- c. Quality Council Awards
- d. Death of a Senior figure Policy
- e. Identity cards

To agree the date and time of the next meeting: Monday, 24th February 2020.

¹ Cllr Kyle Robinson, as chair of the Environment and Allotments committee, is to be invited to attend and will be allowed to participate (without a vote) during this item by the Chair, Cllr Cooper.