

Finance and General Purposes

Kidsgrove Town Council
Victoria Hall
Liverpool Road
Kidsgrove
Staffordshire
ST7 4EL



Tel: 01782 782254

www.kidsgrovetowncouncil.gov.uk

7th October 2020

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 **7.00pm** on Monday, 12th October 2020.

The Meeting will be via Zoom using the log-in below:

Join Zoom Meeting

<https://zoom.us/j/4678477365?pwd=QkNwNGdxclMzbE5yeXJrZDE5bFR3Zz09>

Meeting ID: 467 847 7365

Passcode: 8ygjU2

One tap mobile

+442080806592,,4678477365#,,,,,0#,,628269# United Kingdom

+443300885830,,4678477365#,,,,,0#,,628269# United Kingdom

Dial by your location

+44 208 080 6592 United Kingdom

+44 330 088 5830 United Kingdom

+44 131 460 1196 United Kingdom

+44 203 481 5237 United Kingdom

+44 203 481 5240 United Kingdom

+44 203 901 7895 United Kingdom

+44 208 080 6591 United Kingdom

Meeting ID: 467 847 7365

Passcode: 628269

Find your local number: <https://zoom.us/u/axkutSgyB>

Yours sincerely,

A handwritten signature in black ink that reads 'Sue Davies'.

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 9th July 2020. (Circulated separately and available on the website.)
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:
 - a. Progress with the change to bank mandates.
 - b. Progress with the email provision.
 - c. Telephone Box – Oldcott Drive.
6. Council Finance: (To be circulated)
 - a. To approve the schedule of payments required.
 - b. To receive bank reconciliations and the statement of accounts dated 30th September 2020.
 - c. To receive the RFO's financial report dated 30th September 2020.
7. Policies: To consider the draft of a recording meetings policy and, subject to any agreed changes, recommend approval to Full Council or otherwise. (Circulated separately)
8. Office issues: To consider the Ricoh quote for a replacement printer and to resolve to agree the recommendation or otherwise. (Circulated separately)
9. Victoria Hall Issues:
 - a. To receive a report regarding inspection of the stage curtains and chandeliers and required LOLER testing and to consider quotes received. (Circulated separately)
 - b. To receive a report of the roof leaking problems and to consider quotes received. (Circulated separately)
 - c. To receive a verbal report from the Clerk on other Victoria Hall issues.
10. Update regarding the Dementia Friendly Kidsgrove Project
11. Defibrillators: To receive an update.
12. Dementia Friendly Initiative: To receive an update.
13. Youth initiative/provision program: To receive an update on the Town Council's youth program including the date of the next meeting.
14. Mapping Software – To consider and agree or otherwise the purchase of Mapping Software to help with several Town Council projects and to delegate the purchase to the Clerk. (Circulated

separately)

15. Clerk's and Chair's Reports

16. Future Key Agenda Items

- a. Data protection Officer Provision
- b. Booking Form and concessions – Victoria Hall
- c. Identity cards