

# Finance and General Purposes

Kidsgrove Town Council  
Victoria Hall  
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13<sup>th</sup> February 2021

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

Dear Councillor,

You are summoned to attend an extraordinary meeting of Kidsgrove Town Council Finance and General Purposes Committee to be held at **7.00pm** on Thursday, 18<sup>th</sup> February 2021.

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

Join Zoom Meeting

<https://zoom.us/j/93884482054?pwd=emVQd2dKNHpGRVBPQXBFB1I1VzJiQT09>

Meeting ID: 938 8448 2054

Passcode: 508966

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 21<sup>st</sup> January 2021. (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: Updates only on items outstanding not otherwise on the agenda.
6. Audit Issues:
  - a. To note the commencement of the interim internal audit 2020-21.
  - b. To receive an update on the in-house audits 2020-21.
7. Finance:
  - a. To approve the schedule of payments required for. (To be circulated).
  - b. To receive bank reconciliations and statements dated 30th December 2020.
  - c. To receive bank reconciliations and statements dated 31<sup>st</sup> January 2021.
  - d. To receive and approve a budget report from the RFO dated 31<sup>st</sup> January 2021.
8. To receive a report from the Clerk on the email provision and to consider the amendments to the original proposal and resolve to approve or otherwise.
9. To receive an update from the Clerk on the progression towards Foundation Quality Status.
10. Policies: To receive and consider a draft of a training policy and recommend approval to Full Council or otherwise.
11. Victoria Hall:
  - a. To receive an update from the Clerk on maintenance and operational issues and to agree any actions required.
  - b. To consider the reopening and associated hire charges.
  - c. To consider the contents of a concessions policy prior to reopening.
  - d. To consider and approve or otherwise quotes for the refreshment room floor.
12. To consider any updates to the five-year plan required on the committee's projects.
13. Clerk's and Chair's Reports
14. Date of next meeting: 15<sup>th</sup> April 2021