

Finance and General Purposes

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



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10th June 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 Tuesday, 15th June 2021.

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 22nd March 2021. (Circulated separately and available on the website.)
4. Public Participation
5. Matters Arising: Updates only on items outstanding not otherwise on the agenda.
 - a. To receive an update on the Quality Foundation award progress.
 - b. Telephone Box upgrade.
6. Audit Issues: To receive an update on the internal audit.
7. To receive and review draft end of year accounts and agree any recommendations to Full Council. This item will include a discussion on a belated water bill from NULBC received after closure of the 2020-21 accounts and a discussion of any actions required. (Circulated separately)
8. Finance:
 - a. To receive bank statements and reconciliations dated 31st March 2021.
 - b. To receive bank statements and reconciliations dates 30th April 2021.
 - c. To receive schedules of payment for approval:
 - i. March 2021
 - ii. April 2021
 - iii. May 2021
 - iv. June 2021 to date
9. To receive the asset register dated 31st March 2021 and to approve subject to any agreed changes.
10. Victoria Hall Issues:
 - a. To receive an update from the Clerk on maintenance and operational issues and to agree any actions required.
 - b. To consider quotes received for:
 - i. Plastering Work
 - ii. Repair to main hall high windows.
 - c. To receive a report from the Clerk on reopening the Victoria Hall.
 - d. To further consider a draft hire charges and the concessions policy. (To be circulated)
 - e. To consider concession requests for hall usage.
11. To consider the ownership, maintenance, use and upkeep of the current CCTV equipment.
12. To receive a website update from the Clerk.

13. To consider and approve any updates to the five-year plan required on the committee's projects.
(Available on the website and circulated separately.)
14. Clerk's and Chair's Reports
15. Date of next meeting: 15th July 19:30.
16. Matters to be considered with the Press and Public Excluded: **Exclusion of press and public: To resolve under 1960 (Admission to meetings) Act to exclude the press and public due to the confidential nature of the business to be discussed.**
17. To receive feedback on the Tap Room Bar contract and to agree actions.

