



Victoria Hall Liverpool Road Kidsgrove Staffordshire ST7 4EL
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Dated: 11th July 2025

NOTICE OF THE FINANCE AND GENERAL-PURPOSE COMMITTEE MEETING

To All Members of the Committee,

You are hereby summoned to attend a Meeting of the Finance and General-Purpose Committee to be held on **Thursday 17th July 2025 at 7.00pm** in the Victoria Hall Liverpool Road Kidsgrove Staffordshire ST7 4EL for the purpose of transacting the business set out in the attached agenda.

Signed: *Nicola Anthony*

Town Clerk

Committee Membership	
Cllr Paul Waring (chair)	Cllr Mary Maxfield (Vice Chair)
Cllr Kevin Johnson	Cllr Jonathan Gullis
Cllr Cressida Dickens	Cllr Mike Stubbs
Cllr Sarah Pickup	

***Meetings are open to the press and public by virtue of the Public Bodies Admissions to Meetings Act 1960 s1 unless the presence is prejudicial to the public interest (s2).**

****Meetings are recorded**

KIDSGROVE TOWN COUNCIL

Finance and General-Purpose Committee Meeting: Thursday 17th July 2025 at 7.00pm

A G E N D A

1. Apologies

To receive and approve apologies and reasons for absence.

2. Declaration of Pecuniary and Other Interests

To receive declarations of any disclosable pecuniary or other interests appertaining to items on the agenda and to consider any dispensation requests submitted in writing to the Proper Officer in accordance with the Standing Orders.

Note: Unless granted a dispensation, a member with a disclosable pecuniary or other interests shall not participate in any discussion of the matter at the meeting and must not participate in any vote taken on the matter at the meeting and must not remain in the room in accordance with the requirements of the Standing Orders and Code of Conduct. Councillors may speak on the matter only if members of the public are also allowed to speak at the meeting.

3. To approve the minutes of the previous meeting held on 15th May 2025

(document circulated)

4. Public Participation

To convene a public participation session to allow members of the public to make representations, answer questions and give evidence in respect of the business on the agenda. The Public Participation session shall not exceed 15 minutes.

5. Policies

To consider and make recommendation for the following policies:

- a) Fixed Asset Policy
- b) Meeting Recording Policy
- c) Document Management Policy
- d) FOI and Publication Scheme Policy
- e) Grants Scheme Policy
- f) Code of Conduct for Employee Policy

(documents circulated)

6. Audit & Scrutiny Working Group

To nominate and approve for recommendation to Full Council members to audit working group and its Terms of Reference.

(document circulated)

7. Financial

To consider, note and approve the following:

- a) bank reconciliation for April, May and June 2025
- b) Payment list for April, May and June 2025
- c) To note the income for the bar for 2024-2025
- d) To note the budget to date for 2025/26
- e) To consider the quotes for the following
 - Alarm
 - Hall Stained Window
 - Stage Lift
 - Stage Curtain
 - Civic Regalia Repairs
 - Cleaning Contract

f) Staff Mobile Phones

(document circulated) quotes to follow

8. Kidsgrove Town Council Five Year Plan

To start the review of the Five-Year Plan, including Dementia Action Plan and Defibrillator Plan

(document circulated)

9. To consider and approve grant applications:

- a) Dougie Mac – Dementia Support Services
- b) Burslem Golden Gloves Boxing Club
- c) Lamb Street Allotment Association

(document circulated)

10. Victoria Hall/Town Hall

To consider a report and its recommendations on the following:

- a) Office Rental
- b) Seating area in Bar
- c) Floor of Victoria Hall
- d) Children's Party Charges

(to follow)

11. Bar Franchise Request

To consider and approve a request from the bar franchise.

(to follow)

Exclusion of Press and Public

To consider and resolve the agenda items that require the exclusion of the Press and Public in accordance with the Public Bodies Admissions to Meetings Act 1960 for matters appertaining to confidential business.

NONE

12. Date of the Next Meeting

To note the date, time and venue of the next meeting scheduled to be 3rd September 2025 at 7.00pm, Victoria Hall, Liverpool Road Kidsgrove Staffordshire ST7 4EL

