4 December 2020

**To:** All members

 Councillor S. Glover (Chairman), Councillor A. Cartwright (Vice Chairman).

Dear Councillor

**NOTICE IS HEREBY GIVEN** that a **Finance & General Purposes Committee** Meeting will take place at **7.30pm** or immediately following the Planning Committee Meeting, **on Thursday 10 December 2020.**

**This is a virtual meeting.**

Members of the public will be able to listen to the meeting by right clicking on the link below, then opening the hyperlink. When the link opens, if you do not have Microsoft teams click on ‘watch on web’ then click on ‘join anonymously’.

<https://bit.ly/3g65Axx>

**The above link will be live at 7pm on the 10 December 2020.**

The meeting is open to the Press and Public.

Yours sincerely



Julie Jones

Town Clerk

**The meeting will be recorded and live streamed**

**AGENDA**

**1.FG APOLOGIES**

 To receive apologies for absence.

**2.FG DISCLOSABLE PECUNIARY INTERESTS**

Members are reminded that they must not participate in the discussion or voting on any matter in which they have a Disclosable Pecuniary Interest and should leave the meeting prior to the commencement of the debate.

**3.FG PUBLIC SESSION**

Members of the public are invited to question the Council/Committee on local issues, provided they indicate their intention to do so to the Town Clerk by NOON on the day before the meeting.

Questions can be submitted in writing or asked virtually during the meeting. If a member of the public wishes to join the virtual meeting they must provide a name and telephone number to the Clerk. Residents wishing to speak will receive a telephone call during the public session.

Questions may be answered during this session or deferred for further advice. The Chairman will select the order of the matters to be heard. Each speaker will be limited to a period of three minutes (to a maximum of 15 minutes total public session at the Chairman’s discretion).

Standing Orders will be suspended for up to fifteen minutes during the public session.

**4.FG MINUTES**

To agree the minutes of a meeting of the Finance and General Purposes Committee held on 8 October 2020. (Attached).

Once the minutes are approved the Chairman will sign them as soon as practicable.

**5.FG ALTERATIONS TO CHAMBER**

This item was deferred from a meeting on 25 June 2020.

It was Resolved:

***To agree to put the Chamber alterations on hold for six months; revisit and reassess it in six month’s time when Council are in a better position to decide what is needed.***

 To consider alterations to erect a false ceiling in the Chamber.

**6.FG BUDGETS**

To consider and agree the budget for this committee for the financial year 2021/2022.

See Appendix FG46 attached.

**7.FG REVIEW OF POLICIES**

The Clerk, RFO and Chairman of Finance and General Purposes Committee have looked at the following policies and can see no areas which need changing.

 To consider:

1. Financial Regulations – See Councillor Drive Dated December 2020.
2. Standing Orders – See Councillor Drive Dated December 2020.

Front cover copies of the above two policies will replace the existing hard copies covers.

 See Appendix FG47 attached.

**8.FG** **FINANCIAL REPORT**

 To agree the income and expenditure report:

 1 October 2020 – 30 November 2020.

 See Appendix FG48 attached.

**9.FG INFORMATION**

1. The interim audit 2020 will be carried out remotely; work on this is in progress.
2. Financial Regulations Section 2.2; signing off the monthly reconciliation has been unable to be carried out due to the Covid19 pandemic restriction.