

HUNGERFORD TOWN COUNCIL

The Mayor
Cllr Helen Simpson
57 Fairview Road
Hungerford
Berkshire
RG17 0BP
Tel: 07920 110380
hm.simpson@btconnect.com



The Town Clerk
Mrs Claire Barnes
The Library
Church Street
Hungerford
Berkshire RG17 0JG
Tel: 01488 686195
townclerk@hungerford-tc.gov.uk
www.hungerford-tc.gov.uk

5th September 2018

To: Cllrs, C Winsor, K Knight, M Crane, C Farrell, R Brookman and H Simpson. To all other Councillors, District Councillors and press for information

You are summoned to a meeting of **The Finance & General Purposes Committee** to be held on **Tuesday 11th September 2018**, at **7.00 pm** in the Library, Church St, Hungerford

Mrs C Barnes
Town Clerk

AGENDA

1. **Apologies for absence**
2. **Declarations of interest**
3. **Minutes – Propose minutes of F&GP meeting on 10th July 2018 and outcome of any actions**
4. **Finance: -**
 - Close Brothers Deposit – Note reinvestment at 1.1% interest rate has been completed, as authorised in the Investment Policy
 - Confirm approval of direct debit list (refer to attached document)
 - VAT on memorial charges (refer to attached report)
 - Propose the risk review of effectiveness’ of safeguarding Public monies meets with Council’s requirement (refer to attached document)
 - Future budget for tree maintenance
 - Consider budget for 2nd phone line and further laptop
 - Consider budget for replacement noticeboard and sign
6. **Financial Regulations: - Consider amendments (see report) to include:**
 - Use of credit card
 - Use of Debit card
 - To authorise staff (other than Clerk) to sign purchase orders to an agreed limit
7. **Asset List – Progress on update (as required in Auditor’s report)**
8. **Update on progress of Croft Field Project (Cllr Knight & Cllr Farrell) – Levelling of floor**

9. **Queens Award – Propose any nominations**
10. **Agree storage arrangements and ownership of Hungerford Tragedy Trust records**