

# HUNGERFORD TOWN COUNCIL

The Mayor  
Cllr Helen Simpson  
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The Town Clerk  
Mrs Claire Barnes  
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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 11<sup>th</sup> 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 10<sup>th</sup> 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 2<sup>nd</sup> 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**