

HUNGERFORD TOWN COUNCIL

The Mayor
Cllr Helen Simpson
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The Town Clerk
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9th September 2021

To: Cllrs, C Winsor, H Simpson, K Knight, A Fyfe, J Shatford
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 **Wednesday 15th September 2021**, at **7.00 pm** in the Library.

The meeting is open to the press and public. **At 7.00 pm there will be a public forum to allow questions from the electors.**

*Members of the public may make representations, answer questions and give evidence at a meeting which they are entitled to attend in respect of the business on the agenda, providing they do so within the 15 minutes allotted time period (limited to 3 minutes per speaker) given at the beginning of each meeting. **Any questions should be submitted in advance by 2pm on the day of the meeting.** Public will not be permitted to interrupt, question or participate at any other point during the meeting unless invited to do so by the Chair. Timings will be at the discretion of the Chair.*

Mrs C Barnes
Town Clerk

AGENDA

- FGP20210087** Apologies for absence.
- FGP20210088** Declarations of interest.
- FGP20210089** Minutes - To approve and sign the minutes of the F & GP meeting on 14th July 2021
- FGP20210090** Receive an update on actions
- FGP20210091** Croft Field Centre – (Kennet Design to be present)
- Discuss points raised by the architect
 - Consider ‘changing places’ criteria
 - Raise any other issues connected with the building regulation plans
 - Agree details to be submitted to contractors
 - Consider timetabling of project and closing of centre/halting of bookings
 - Any other queries
- FGP20210092** Christmas Lights Installation/Removal tender invitation –
- Discuss options (part 2)
 - Propose acceptance of contract, supplier and price

- FGP20210093 Propose acceptance of bank reconciliation (circulated)**
- FGP20210094 Close Brothers – Note annual statement of interest for tax year 2020-21 (re audit note)**
- FGP20210095 Bridge St War Memorial – Receive update on acquiring freehold**
- FGP20210096 Councillor attendance records**
- FGP20210097 Office master key holders**
- FGP20210098 Welcome pack for new residents**

PART 2

Confidential

The public and press may be excluded from the meeting on the grounds that publicity might be prejudicial to the public interest as per the Public Bodies (Admissions to Meetings) Act 1960.

- FGP20210099 Triangle Field Management – Progression report on new lease**
- FGP202100100 Receive staff TOIL hours and holidays**
- FGP202100101 Receive Clerk’s H2036 hours for agreement**
- FGP202100102 Progress with induction plan for RFO**
- FGP202100103 Propose increase in contracted hours for Employee 14**
- FGP202100104 Update on debtors**
- FGP202100105 Succession planning**
- FGP202100106 Swimming Pool House**
- **Property inspection reports**
 - **Outstanding Rent repayment schedule**
 - **Tenancy anniversary**