

# HUNGERFORD TOWN COUNCIL

The Mayor  
Cllr Helen Simpson  
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The Town Clerk  
Mrs Claire Barnes  
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9th September 2020

To: Cllrs, C Winsor, K Knight, H Simpson, R Chicken, Chair of E&P  
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 15th September 2020**, at **7.00 pm**. The meeting will be held remotely through Zoom and can be accessed through the following link:

**Join Zoom Meeting**

<https://us02web.zoom.us/j/86074215465?pwd=MVhOUUgwrL2IyZllkcktwc3p4Z1REZz09>

Meeting ID: 860 7421 5465 Passcode: 152985

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

1. **Apologies for absence.**
2. **Declarations of interest.**
3. **Minutes**
  - a) To approve and sign the minutes of the F & GP meeting on 14th July 2020.
  - b) Receive an update on actions
4. **Finance: -**
  - a) Propose acceptance of bank reconciliation.
  - b) Consider membership of Community Buildings Advice Service
  - c) Note 2.75% general pay rise
5. **Website accessibility improvement plans** – Update on Options 1 and 4 following report to Full Council
6. **Community Centre**
  - a) Agree renewal of Tennis Courts lease
  - b) Update on access to building

**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.

**7. Triangle Field Management –**

- a) Progression report on new lease
- b) Theatre Club lease expiry date
- c) Triangle Field Management Committee rent reduction for July, August and September
- d) Rugby Club backdated RPI rent increase for April 2019 & April 2020

**8. Staff issues: -**

- a) Receive staff TOIL hours
- b) Review worked hours for employee no. 1 and agree contract and job spec
- c) Receive Clerk's H2036 hours for agreement
- d) Staff Appraisal progress
- e) Staff training