

# HUNGERFORD TOWN COUNCIL

The Mayor  
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The Town Clerk  
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4th November 2020

To: Cllrs, C Winsor, K Knight, H Simpson, R Chicken, A Fyfe  
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 10th November 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/86487362291?pwd=c210Q1p0cVVwYk1lQmZaNF15Nk15UT09>

**Meeting ID: 864 8736 2291 Passcode: 391825**

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 15th September 2020 and the Extraordinary Meeting of F&GP on 26<sup>th</sup> October 2020
  - b) Receive an update on actions
4. **Finance: -**
  - a) Propose acceptance of bank reconciliation (circulated).
  - b) Review Newbury Building Society no notice account
  - c) RFO to report on fixed term deposits
  - d) Consider utilisation of saving from reduced Leisure Centre contribution
  - e) Lampposts –
    - Consider option for one project to replace all lampposts and budget involved

- Propose instructing WBC to proceed with LED upgrades to lighting, in Oxford Road (replacing 4 lanterns) cost approx. £3,500, and in Eddington Road (replacing 4 lanterns and installing a new one near junction with Middleton's Close) cost approx. £4750  
Quotes include brackets and connection boxes and work would start early in new year. Lights to be adopted by WBC on completion.

f) Consider allocation of further grants – see report

- 5. Website accessibility improvement plans** – Update on progression of new website
- 6. Bridge St War Memorial** – Update on acquiring freehold
- 7. Closure of TSB bank in Hungerford**
- 8. Community Centre** - Propose acceptance of Community Centre lease renewal

## **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.

#### **9. Triangle Field Management –**

- a) Progression report on new lease
- b) Theatre Club - Update on renewal of planning permission and licence

#### **10. Staff issues: -**

- a) Receive staff TOIL hours
- b) Review worked hours for employee no. 1
- c) Receive Clerk's H2036 hours for agreement
- d) Progress with 'financial annual procedure calendar' and written 'how to' guides - RFO
- e) Staff training

#### **11. Outstanding debtors – RFO to report**

#### **12. Consider request from tenants**