

HUNGERFORD TOWN COUNCIL

The Mayor
Cllr Helen Simpson
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The Town Clerk
Mrs Claire Barnes
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6th January 2021

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 12th January 2021, 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/85906767655?pwd=R0ZRYm8xQXFHVIZHTFIFMFpkVVl0Zz09>

Meeting ID: 859 0676 7655 Passcode: 397040

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

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|-------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| FGP2021001 | Apologies for absence. |
| FGP2021002 | Declarations of interest. |
| FGP2021003 | Minutes To approve and sign the minutes of the F & GP meeting on 10 th November 2020, and Part 2 Extra F&GP meeting of 26 th November 2020 |
| FGP2021004 | Receive an update on actions |
| FGP2021005 | Propose acceptance of bank reconciliation (circulated). |
| FGP2021006 | Receive Internal Audit Report |
| FGP2021007 | Review Newbury Building Society no notice account |
| FGP2021008 | RFO to report on fixed term deposits |

FGP2021009	Approval of fixed assets list (after removal/addition of items) (see report)
FGP20210010	Consider utilisation of saving from reduced Leisure Centre contribution
FGP20210011	New signatories required for Barclays Bank and Newbury Building Society
FGP20210012	Lampposts – Annual Inspection – Consider WBC recommendation to replace a pole bracket in The Forge, cost approx. £600 using the existing lantern, or approx. £800 with a new lantern.
FGP20210013	Consider allocation of further grants - applications received from Kintbury Bowling Club and the Sue Ryder West Berkshire Palliative Care Hub in Newbury
FGP20210014	Consider grant to help during third lockdown – CHAIN bus screen, gloves, masks
FGP20210015	CIL bid – Update on any application made
FGP20210016	Consider contractors quotes for acceptance
FGP20210017	Bridge St War Memorial – Update on acquiring freehold
FGP20210018	Local Council Risk Review – Consider risk schedules and update as required.

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.

FGP20210019	Triangle Field Management – Progression report on new lease
FGP20210020	Theatre Club - Update on renewal of planning permission and licence
FGP20210021	Receive staff TOIL hours
FGP20210022	Review worked hours for employee no. 1
FGP20210023	Receive Clerk’s H2036 hours for agreement
FGP20210024	Progress with ‘financial annual procedure calendar’ and written ‘how to’ guides – RFO
FGP20210025	Staff training
FGP20210026	Outstanding debtors – RFO to report