

# NORTHLEACH WITH EASTINGTON TOWN COUNCIL

## Finance & General Resources Committee

To: Committee Members: Cllrs Hulcup, Jackson, Kirkby, Rainey, Woolley, Wellman.  
You are hereby summoned to attend a meeting of the above Committee which will be held in the **Westwoods Centre** on **Tues 11 July 2023** commencing at **7pm** for the purpose of considering the business to be transacted as set out hereunder.  
Members of the public and press are also invited to attend.

*Pauline Rigby*

Dated this day 5 July 2023

Ms Pauline Rigby, Town Clerk

### AGENDA

1. Election of Committee Chairman
2. To receive apologies for absence
3. To receive declarations of interest
4. To confirm the minutes of the committee meeting held on 5 May 2023.
5. To receive the action point update.
6. Financial reporting:
  - a. To approve and sign the bank reconciliation to 30 June 2023.
  - b. To review quarterly receipts and payments detail to 30 June 2023.
  - c. To review the budget monitoring report.
  - d. To note submission of the quarterly VAT return.
7. To appoint councillor to undertake internal control checks and agree date of check.
8. To review and approve the list of regular payments, direct debits and standing orders.
9. To review and update the Treasury Management Strategy.
10. To confirm signatories for the CCLA Public Sector Deposit Fund account.
11. To review and adopt a Debt Management Policy.
12. To discuss pension admissions policy and determine further actions.
13. To resolve that the press and public be excluded under s1(2) of the Public Bodies (Admissions to Meetings Act) 1960 due to the confidential nature of the business.
14. To review staffing workload and agree a temporary increase of Clerk's working hours to 30 hours per week while the Administration Officer post is vacant.
15. Items for future meetings (for information only): employment policies.
16. Date and time of next meeting: 10 October 2023.