



Horsforth Town Council

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To Members of the Finance and General Purposes Committee:

You are summonsed to attend a meeting of the **Finance and General Purposes Committee** on Thursday 8 November 2018 at 7pm to be held at the Town Council Office, Mechanics Institute, Town Street, Horsforth for the purpose of transacting the following business.

Members of the public are welcome to attend the meeting.

J Sou
Clerk
1 November 2018

Agenda

1. To consider apologies and the reason for absence

2. Declaration of Disclosable Pecuniary and other Interests

To disclose or draw attention to any disclosable pecuniary interests for the purposes of Section 31 of the Localism Act 2011 and paragraphs 14-19 of the Members' Code of Conduct. Also to declare any other significant interests which the Member wishes to declare in the public interest, in accordance with paragraphs 20-21 of the Members Code of Conduct.

3. To consider questions and comments from members of the public at the Chairman's discretion.

Members of the Public are reminded that this is their opportunity to speak to the Meeting on any topic relevant to the work of the Committee. However they may not speak during the remainder of the meeting unless specifically invited to do so by the Chairman.

4. Minutes of the previous meeting

To confirm and accept the minutes of the Finance and General Purposes Committee held on 13 September 2018. **See agenda pack.**

5. Accounts and List of Payments

To consider recommending that Council approves the accounts and list of payments to 22 October 2018. **See agenda pack.**

6. Investments

To receive an update and agree any action required.

7. Internal Audit

To consider the report of the internal auditor and to agree any action required. **See agenda pack.**

8. Public Bodies (Admission to Meetings) Act 1960

The Committee is asked that in view of the confidential nature of the business about to be transacted at agenda items 9 and 10 to temporarily exclude the press and public and that they be asked to withdraw from the meeting.

9. 3 & 5 The Green

To receive and consider an update and agree any action required.

10. Photocopier contract

To receive and consider an update and agree any action required.

11. Community Infrastructure Levy (CIL)

To receive an update on CIL payments.

To approve the Council's CIL Annual Report 2017/18 for submission to Leeds City Council and publication on the Council website.

See agenda pack.

12. Precept Timetable

To note proposed Leeds City Council precept timetable. **See agenda pack.**

13. Review of Office IT requirements

To receive an update.

14. YLCA branch meeting

To receive and consider a report on the YLCA branch meeting of 9 October 2018.

15. Website and Social Media

To consider the Town Council website and Facebook page.

To note the website statistics. **See agenda pack.**

16. Purchase of Local Council Administration, 11th Edition

To consider purchase at a cost of £110.99 including postage.

17. Items for future agenda

18. Date of the next meeting

Next meeting of the Committee: 17 January 2019.

Deadline for agenda items: 3 January 2019

*Distribution: Cllrs D Collins, S Dowling, J Garvani, R Hardcastle, M Holmes,
M Hughes, J Pritlove, I Scott, M Wharton, V Wood-Robinson*