



## Horsforth Town Council

Mechanics Institute  
Town Street  
Horsforth  
Leeds  
LS18 5BL

[admin@horsforthtowncouncil.gov.uk](mailto:admin@horsforthtowncouncil.gov.uk) – [www.horsforthtowncouncil.gov.uk](http://www.horsforthtowncouncil.gov.uk) – **0113 258 0988**

### 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 17 January 2019 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  
11 January 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 1 November 2018 and 8 November 2018. **See agenda pack.**

#### 5. Accounts

To consider recommending that Council approves the accounts and list of payments to 10 January 2019. **See agenda pack.**

#### 6. 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 7 to 9 and to temporarily exclude the press and public and that they be asked to withdraw from the meeting.

#### 7. 3 and 5 The Green

To receive an update and consider any action required.

**8. Terminated photocopier contract**

To receive an update and consider any action required.

To authorise the Clerk to act on behalf of the Council in legal proceedings and to instruct solicitors if required.

**9. NJC National Salary Award 2018-19**

To note National Salary Award 2018-19 and effect on staff salaries and grading.

**See agenda pack.**

**10. Council Budget 2019-20 and precept demand**

To consider the Council budget and precept demand for 2019-20.

2018-19 accounts to date will be provided at the meeting.

	<b>2018-19</b>	<b>2019-20</b>
Indicative tax base	7239.20	7203.30
Local council tax support grant	4958.00	4576.00

Past budget figures and precept requests and forecasted budget requirements for 2019-20 will be provided at the meeting.

Committee is asked to consider recommendations to Council for the 2019-20 budget and precept demand.

**11. Investments**

To receive an update and consider any action.

**12. Office IT**

To receive an update.

**13. Purchase of mugs for the office**

Further to stopping use of disposable plastic cups, to consider purchasing mugs for office and meeting use. Quotes to be provided.

**14. Office lease**

To receive an update and consider any action.

To authorise the Clerk to continue negotiations with Leeds City Council and to instruct solicitors if required.

To ask for volunteer councillors to work with the Clerk on the lease.

**15. Website and Social Media**

To consider the Town Council website and Facebook page.

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

**16. Items for future agenda**

**17. Date of the next meeting**

Next meeting of the Committee: 14 March 2019.

Deadline for agenda items: 28 February 2019

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