



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 14 March 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
8 March 2019

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 17 January 2019. **See agenda pack.**

5. Accounts and Reserves

5.1. To consider recommending that Council approves the accounts and list of payments to 28 February 2019. **See agenda pack.**

5.2. To consider reserves.

To include considering recommendations to full Council for designated reserves for 2019-20.
Details to be provided.

6. Payments

To approve the following payments:

Smith of Derby Clockmakers	Clock service	£270.00
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7. 3 &5 The Green

To receive an update and consider any action required.

To include considering the appointment of a surveyor and solicitor. **See agenda pack.**

8. Office lease

To receive an update and consider any action required.

9. Terminated photocopier contract

To receive an update and consider any action required.

10. Investments

Yorkshire Bank Term Deposit Account due to mature 27 March 2019.

To consider re-investment options on maturity.

To receive an update on other investments and to consider options for investment.

Details of re-investment options to be provided.

11. Bank mandate

To confirm the signatories to the Yorkshire Bank accounts.

To confirm authority to the Clerk, Julie Sou, to be the main contact for the Council with Yorkshire Bank with authority to request and receive information and statements in connection with all Council accounts and investments held with Yorkshire Bank.

12. To consider review of Financial Regulations

See agenda pack for NALC model updated financial regulations.

13. Credit card

To consider applying for a corporate Multipay credit card from Unity Trust/Lloyds Bank for office use.

See agenda pack. Terms and conditions circulated separately.

14. Recommendations from Community and Environment Committee:

To consider recommendations arising from the Community and Environment Committee meeting of 7 March 2019 in connection with:

- Grant to Horsforth Shed. **See agenda pack.**
- Awards to Good Citizens and Young Achievers
- Repairs to Jubilee Garden. **See agenda pack.**
- Any other recommendations

15. Office IT

To receive an update.

To consider the purchase of a printer for the office.

16. YLCA branch meeting

To receive and consider a report on the YLCA branch meeting of 21 January 2017.

17. Website and Social Media

To consider the Town Council website and Facebook page. **See agenda pack.**

18. Items for information

Verbal update to be given on any items for information received since the publication of the agenda.

19. Items for future agenda

20. Date of the next meeting

To be advised.

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