



## 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 16 January 2020 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  
10 January 2020

### 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 14 November 2019. **See agenda pack.**

**5. Budget and Precept 2020-21**

To consider and to make recommendations to Council. **Papers to be provided.**

**6. Accounts**

To consider recommending that Council approves the accounts and list of payments to 9 January 2020. **See agenda pack.**

To approve proposed purchases and payments, including the following:

Repair to Chain of Office - £60

Purchase of office equipment following DSE workstation assessments – up to £800. **See agenda pack.**

**7. 3 & 5 The Green**

To receive an update.

To agree any action necessary.

**8. Website and Social Media**

Website upgrade to comply with Public Sector Bodies Accessibility Regulations 2018 - to consider recommendations from Editorial Working Group on the appropriate upgrade from the website provider.

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

**9. Matters for Information**

To be reported at meeting.

**10. Items for future agenda**

**11. Date of the next meeting**

12 March 2020.

*Distribution: Cllrs J Arbuckle, C Calvert, D Collins, SM Dowling, J Garvani,  
R Hardcastle, R Harris, R Jacques, R Jones, M Leech, D Prater*