



Horsforth Town Council

Mechanics Institute
Town Street
Horsforth
Leeds
LS18 5BL

admin@horsforthtowncouncil.gov.uk – www.horsforthtowncouncil.gov.uk – **0113 258 0988**

To Members of the Finance and General Purposes Committee:

You are summonsed to attend a remote meeting of Finance and General Purposes Committee to be held at zoom.us on **Thursday 14 January 2021 at 7:00pm** for the purpose of transacting the business stated in the agenda below.

To join the meeting, please click on the link below:

[Link to meeting 14 January 2021 at 7pm](#)

If wishing to join by telephone or mobile, please dial one of the following numbers and follow the instructions:

- +44 203 481 5240 United Kingdom
- +44 203 901 7895 United Kingdom
- +44 131 460 1196 United Kingdom
- +44 203 051 2874 United Kingdom
- +44 203 481 5237 United Kingdom

Meeting ID: 854 2971 4122

Passcode: 678991

NOTE:

Telephone and mobile calls will be charged at the user's service provider's rates and are payable by the user.

The number that you are calling from will be displayed on entry into the meeting.

Members of the public are welcome to attend the meeting.

J Sou

Clerk

8 January 2021

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. Public Participation

To hear from members of the public who wish to make representations, answer questions and give evidence in respect of the business on the agenda.

The period of public participation shall not exceed 15 minutes unless directed by the Chairman.

A member of the public shall not speak for more than 3 minutes.

A question shall not require a response at the meeting nor start a debate on the question. The Chairman of the meeting may direct that a written or oral response be given.

Members of the public 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 12 November 2020. **See agenda pack.**

5. Budget and Precept 2021/22

To consider and to make recommendations to Council. **Papers to follow.**

6. Accounts and Reserves

6.1. To consider recommending that Council approves the accounts and list of payments to 31 December 2020. **Papers to follow.**

6.2. To consider reserves. **Papers to follow.**

6.3. To approve proposed purchases/payments:

- Royal Mail freepost licence £99.50
- Rialtas RBS software – refresher training £200 + VAT
- Office equipment for home working - within available budget

6.4. To note purchases/payments under delegated powers:

- Cardiac Science – 2 defibrillator batteries £460.00
- Cardiac Science – defibrillator pads £ 58 + VAT

Details of any further purchases/payments arising before the meeting will be provided at the meeting.

7. Internal audit report

To consider. **Papers to follow.**

8. 3&5 The Green

To receive any update and consider any action required.

9. Email

To receive a report on any issues and consider any action required.

10. Website and Social Media

To consider the Town Council website and Facebook page.

To note the website statistics.

11. Matters for information

To be reported verbally to the meeting.

12. Items for future agenda

13. Date of the next meeting

11 March 2021

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