



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 16 September 2021 at 7pm to be held at the St Margaret's Parish Centre, Church Lane, Horsforth for the purpose of transacting the following business.

Members of the public are welcome to attend the meeting.

J Sou
Clerk
10 September 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 Advisory Group meeting held on 15 July 2021. **See agenda pack.**

To ratify the recommendations of the Finance and General Purposes Committee Advisory Group of 15 July 2021.

5. Accounts and Reserves

Up to date accounts are not available due to annual leave of the Council's bookkeeper.

To be provided to full Council on 30 September 2021.

For information – previous budget and cashbook to 9 July 2021 attached.

6. To review Committee Terms of Reference

Revised terms of reference – **see agenda pack**

7. Annual Governance and Accountability Return 2020/21

To note the external auditor report and certificate. **See agenda pack.**

To approve payment of external auditor fees £480+VAT.

8. 3&5 The Green

To receive an update. **See agenda pack for report.**

To consider and agree any action required

9. Community Infrastructure Levy

To receive an update and any reports from the CIL Advisory Group. **See agenda pack.**

To decide any action required.

10. St James Woodside – defibrillator

To approve working with Global CPAD to provide defibrillator at St James Woodside

Cost – approx. in the region of £1600 for defibrillator, plus insurance

11. Annual Event 2022 – The Queen’s Platinum Jubilee

To consider a recommendation from Community and Environment Committee to allocate an additional £3000 from general reserves for the Annual Event 2022.

Note:

No annual events took place in 2019 or 2020, so the £1500 budgeted for each of these events was returned to general reserves.

Community and Environment Committee resolved that no annual event would take place in 2021 and to concentrate efforts and this year’s budget of £1650 on organising the Annual Event 2022.

12. Email – to receive a report on any issues and to consider any action required

13. Website and Social Media

To consider the Council website and Facebook page.

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

14. Matters for information – to be reported verbally

15. Items for future agenda

Budget 2022-23

16. Date of the next meeting

11 November 2021

*Distribution: Cllrs J Arbuckle, D Collins, SM Dowling, K Firth, J Garvani,
R Hardcastle, R Harris, B Heaviside, R Jones, R Shaw, T Stones*