



Horsforth Town Council

Mechanics Institute
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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 12th January 2023 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.

B Crabtree
Town Clerk
05/01/2023

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. To confirm and accept the minutes of the Finance and General Purposes meeting held on 10th November 2022. See agenda pack.

5. Financial Matters

5.1. To consider recommending that the Council approves the accounts and cash book entries to 31st December 2022. To follow.

5.2. To review the reserves. To follow.

5.3. To consider and approve the schedule of payments. See Agenda Pack

5.4. To consider the budget and precept for 2023-2024 to make recommendations to the Full Council. To follow.

5.5. To receive an update about the Town Councils bank accounts and agree any necessary action. See Agenda Pack.

5.6. To note the external auditor report and certificate. See Agenda Pack.

6. Internal checks and reviews

To note the following and decide any action:

- 6.1. Review of internal audit
- 6.2. Internal control checks
- 6.3. Review of risk management

7. Website and Social Media

- 7.1. To note the website statistics. See Agenda Pack.
- 7.2. To consider any matters relating to social media
- 7.3. To receive an update and agree any necessary action.

8. Exclusion of press and public

In view of the confidential nature of the business about to be transacted at agenda items 10 and 11 to consider temporarily excluding the press and public and that they be asked to withdraw from the meeting.

9. 3&5 The Green

- 10.1. To receive an update and agree any necessary action

10. Recruitment

- 11.1. To receive an update about staffing and agree any necessary action
- 11.2 To note the information received from West Yorkshire Pension Fund

11. Matters for information

To be reported verbally

12. Items for future agenda

13. Date of the next meeting

Next meeting date: 9th March 2023 at 7pm
Deadline for agenda items: 27th January 2023

*Distribution: Cllrs J Arbuckle, D Collins, SM Dowling, K Firth,
M Fletcher, J Garvani, R Hardcastle, R Harris, E Hyndes, R Jones, T Stones*