



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 20th July 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
30/06/2023

Agenda

1. Introduction from the Chair

2. To consider apologies and the reason for absence

3. Declaration of Disclosable Pecuniary and other Interests

To disclose or draw attention to any disclosable pecuniary interests for the purposes of Section 29 of the Localism Act 2011 and 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 the Members Code of Conduct.

4. 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.

5. To confirm and accept the minutes of the Finance and General Purposes meeting held on 9th March 2023 and the extraordinary meeting held on 29th June 2023. See agenda pack.

6. Financial Matters

6.1. To consider recommending that the Council approves the accounts and cash book entries to 31st May 2023 and agree any necessary action. See Agenda Pack

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

6.3. To consider arrangements with the current accounts package

6.4. To note that the current Internal Auditor is retiring and to consider quotes and agree for an Internal Auditor to carry out the Council's two internal audits for the financial year 2023-2024. See Agenda Pack.

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

- 6.6. To consider the Horsforth Matters budget and agree any necessary action. To follow.
- 6.7. To note and agree the cost of the Payroll Service

7. Community Infrastructure Levy (CIL)

- 7.1. To receive an update on CIL.
- 7.2. To receive any reports from Community Infrastructure Levy Group.
- 7.3. To agree the membership.

8. Recommendations from Community and Environment Committee

- 8.1 To consider and agree installing a waste bin on the grassed area adjacent to The Horsforth Hotel and agree which budget to allocate it to. To follow.
- 8.2 To consider and agree increasing the festive lights budget to allow the cost of purchasing two Christmas trees. See Agenda Pack.

9. To consider correspondence received and agree any necessary action:

- 9.1. To consider a grant application from St Margarets Primary School. See Agenda Pack.
- 9.2. To receive an update about the defibrillators in Horsforth and consider a request to adopt a unit and purchase an additional defibrillator. See Agenda Pack.

10. To consider ongoing relationship with The Museum and agree any necessary action

11. Exclusion of press and public

In view of the confidential nature of the business about to be transacted at agenda items 12 to 13 to consider temporarily excluding the press and public and that they be asked to withdraw from the meeting.

12. 3&5 The Green

- 12.1. To receive an update and agree any necessary action including:
 - i. To consider the Feasibility Report provided by the Funding Consultant
 - ii. To consider providing an additional grant scheme called Community Asset Resilience Fund

13. Staffing Matters

- 13.1 To receive an update about staffing and agree any necessary action
- 13.2 To consider becoming a Living Wage Employer

14. Matters for information

To be reported verbally

15. Items for future agenda

16. Date of the next meeting

Next meeting date: 14th September 2023
Deadline for agenda items: 4th September 2023

*Distribution: Cllrs D. Brosnan, S. Dowling, M. Fletcher, G. Garvani, J. Garvani,
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