



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 meeting of the **Finance and General Purposes Committee** on Thursday 14th September 2023 at 7pm to be held at the Town Council Office, The Stables, 2 Church Road, Horsforth, LS18 5LG for the purpose of transacting the following business.

Members of the public are welcome to attend the meeting.

B Crabtree
Town Clerk
07/09/2023

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 20th July 2023 and the extraordinary meeting held on 3rd August 2023. See agenda pack.

6. Financial Matters

6.1. To consider recommending that the Council approves the accounts and cash book entries to 31st July 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 receive an update about the internal audit and internal control checks

6.4. To note following YLCA advice all Cllrs will need to sign Bank Mandate as all Cllrs deal with financial matters. To be completed by all Cllrs by 30th Sept 2023

7. Community Infrastructure Levy (CIL)

7.1. To receive an update on CIL.

7.2. To receive any reports from Community Infrastructure Levy Group.

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

8.1. To receive an update about the defibrillators in Horsforth and agree any necessary action

8.2. To consider a request to install a fence around the playground near Drury Avenue and agree any further necessary action.

9. 3&5 The Green

9.1. To receive an update and agree any necessary action including:

i. To receive an update about funding

10. Policies and Procedures

10.1 To consider implementing a Business Continuity Plan

11. Matters for information

To be reported verbally

12. Items for future agenda

13. Date of the next meeting

Next meeting date: 16th November 2023

Deadline for agenda items: 6th November 2023

*Distribution: Cllrs D. Brosnan, S. Dowling, M. Fletcher, G. Garvani, J. Garvani,
R. Hardcastle, A. Martin, T. Stones, J. Tumalan*