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# SWANSCOMBE & GREENHITHE TOWN COUNCIL

## Finance & General Purposes Committee

Councillor B E Read (Chairman)  
Councillor R J Lees (Vice-Chairman)  
Councillor K G Basson  
Councillor Mrs S P Butterfill  
Councillor Ms L M Cross  
Councillor P M Harman  
Councillor Ms L C Howes  
Councillor K M Kelly  
Councillor D J Mote  
Councillor B R Parry  
Councillor Mrs I A Read  
Councillor S J Ryan

To all other Councillors: For information only.

**A Meeting of the above Committee will be held on**

**Thursday 3 November 2016 at 7.00pm**

**at: The Council Offices, The Grove, Swanscombe, DA10 0GA**

**Graham Blew  
Town Clerk**

Dated: 27 October 2016

*Should any member have any questions regarding the content of the agenda or attached papers, please put them to the clerk's office 24 hours in advance of the meeting.*

**FINANCE & GENERAL PURPOSES COMMITTEE  
3 NOVEMBER 2016**

**A G E N D A**

1. To receive apologies for absence.
2. Substitutes.
3. To declare interests in items on the agenda.

***At the Chairman's discretion the meeting will be adjourned at this point to accept questions from the public.***

4. Items as Deemed Urgent by the Chairman / matters arising from previous minutes and their position on the Agenda (*for information, not for decisions*).
5. To confirm and sign the Minutes of the Meeting held 8 September 2016 (*Town Council 13 October 2016*).

**6. MONTHLY BANK RECONCILIATION.**

In accordance with Financial Regulation 2.2, a member of the council other than the Town Mayor or a cheque signatory needs to be appointed to verify the bank reconciliations produced by the RFO for all the council's accounts on a regular basis. Councillor K G Basson was appointed under minute 57/15-16.

**Recommended:** That the bank reconciliations for August and September 2016 verified by Councillor K G Basson be noted.

**7. BANK TRANSFERS (p).**

In accordance with Financial Regulation 5.5 (c), please find attached a list of bank transfers undertaken in August and September 2016 for approval.

**Recommended:** To approve the bank transfers undertaken in August and September 2016.

**8. TO RECEIVE FINANCE STATEMENTS AND PASS ACCOUNTS FOR PAYMENT (p).**

In accordance with Financial Regulation 5.5 (a), please find attached a detailed list of all receipts and payments for August and September 2016 for approval.

**Recommended:** To approve receipts and payments for August and September 2016.

**FINANCE & GENERAL PURPOSES COMMITTEE**  
**3 NOVEMBER 2016**

**9. SUMMARY OF ACCOUNTS (p).**

Please find attached the Summary of Accounts balanced to 30 September 2016.

**Recommended:** To note the Summary of Accounts balanced at 30 September 2016.

**TOWN CLERK & RESPONSIBLE FINANCIAL OFFICER'S (RFO) REPORT.**

**10. FUNDING APPLICATIONS – UPDATE.**

Confirmation has been received that the following funding applications have been successful:-

- KCC Rural Bus Shelter funds - £1,512.00 – replacement of x3 bus shelters in Swanscombe and Greenhithe.
- KCC Combined Members Grant Scheme - £1,140.00 – Festive lights in x2 High Streets in Swanscombe and Greenhithe 2016 – 2017.

**Recommended:** That the item be noted.

**11. PROPOSAL FOR A YOUTH COMMUNITY WORKER FOR SWANSCOMBE AND GREENHITHE FROM DIOCESE OF ROCHESTER (p).**

Further to minutes 172/16-17 and 218/16-17, and in accordance with the Sub-Committees Terms of Reference, the Regeneration & Quality Sub-Committee agreed to support the proposal, including the requested funding over a 3 year period. Although a sub-committee of the Planning, Major Developments, Transportation & the Environment Committee the Finance and General Purposes Committee obviously need to be aware, and take into account, the financial implications of this decision on the next 3 years budgets (2017-2018 onwards).

**Recommended:** That the financial implications of this decision, on the next 3 years budgets (2017-2018 onwards), be noted.

**12. ESTIMATES FOR 2017 – 2018.**

As Members are aware, Officers began work on the estimates for 2017 – 2018 earlier in the year and members were first asked for any suggestions in July (minute 122/16-17), with an agreed deadline of 31 August 2016. Full Council then considered the proposals submitted at its meeting on 13 October 2016 (minute 199/16-17).

The draft Annual Estimates 2017 – 2018 will need to be approved and endorsed by the full Council in January 2017 before setting the Council Tax Base for the 2017 – 2018 financial year.

**Recommended:** To note

Swanscombe and Greenhithe Town Council Website:  
<http://www.swanscombeandgreenhithetowncouncil.gov.uk/>