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# SWANSCOMBE & GREENHITHE TOWN COUNCIL

## Finance & General Purposes Committee

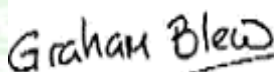
Councillor Lesley Howes - Chairman  
Councillor Lorna Cross - Vice-Chairman  
Councillor Emma Ben Moussa  
Councillor Sue Butterfill  
Councillor Ann Duke  
Councillor Peter Harman  
Councillor Jay Shah  
Councillor Maurice Weet

To all other Councillors: For information only.

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

**Thursday 9 March 2023 at 7.00pm**

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



**Graham Blew  
Town Clerk**

Dated: 3 March 2023

*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  
9 MARCH 2023**

**A G E N D A**

1. To receive apologies for absence (*Local Government Act 1972, s.85*).
2. Substitutes (*Localism Act 2011, s.31*).
3. To declare interests in items on the agenda.

\* ***As per Standing Order 34 c), and at the Chairman's discretion, the meeting will be adjourned at this point to allow any members of the public to address the meeting in relation to the business to be transacted at the meeting. Members of the public are allowed to (i) make representations, (ii) answer questions and (iii) give evidence relating to the business being transacted.***

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 12 January 2023 (full Council 9 February 2023 (*Local Government Act 1972, Sch 12, Para 41(1)*)).

**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 Ann Duke was appointed under minute 31/22-23.

**Recommended:** That the bank reconciliations for February 2023 be noted.

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

In accordance with Financial Regulation 5.5 (c), please find attached a list of bank transfers undertaken for January and February 2023 for approval.

**Recommended:** To approve the bank transfers undertaken for January and February 2023.

**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 January and February 2023 for approval.

**Recommended:** To approve receipts and payments for January and February 2023.

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

Please find attached the Flex-Budget Report balanced to 28 February 2023.

**Recommended:** To note the summary of accounts to 28 February 2023.

**FINANCE & GENERAL PURPOSES COMMITTEE  
9 MARCH 2023**

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

**10. APPLICATIONS FOR FUNDING FROM THE TOWN COUNCIL (p).**

Please find the attached application for funding. There is currently £1,000.00 remaining in the 2022 - 23 budget for local funding applications (Cost Code 244).

A. Grove Irish Dancers

- ❖ To assist members a copy of the "Guidance Notes for Applications for Funding from the Town Council" is attached.

**Recommended:** To decide on the application received and, if successful, any amount of funding to be awarded.

**11. REDECORATION & REPAIR – OLD FIRE STATION COMMUNITY CAFE.**

In consultation with the Chairman of the Finance & General Purposes Committee and to ensure best value and that the required works can be undertaken expediently, a review was undertaken of the prices obtained and a quote has been approved for the redecoration and repair of the interior of the Old Fire Station Community Cafe.

These works are required as part of the terms of the Lease with Dartford Borough Council. In addition, some remedial works were highlighted as part of the most recent Food Hygiene Inspection that will be undertaken at the same time.

The quote is for £2,150 and the work will be funded from with the 'Redecoration & Equipment' budget area for the Old Fire Station Café, within the Financial Risk Assessments.

**Recommended:** To note and endorse the actions taken in agreeing this quotation.

**12. SECTION 137 EXPENDITURE: LIMIT FOR 2023 – 2024 (p).**

The Department for Levelling Up, Housing and Communities (DLHC) has confirmed that the appropriate sum for the purposes of Section 137 (4) (a) of the Local Government Act 1972 for local (parish and town) councils in England for 2023 – 2024 is £9.93.

This is the amount as a result of increasing the amount of £8.82 for 2022 – 2023 by the percentage increase in the retail index between September 2021 and September 2022, in accordance with Schedule 12B to the 1972 Act.

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



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

