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# SWANSCOMBE & GREENHITHE TOWN COUNCIL

## Finance & General Purposes Committee

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

To all other Councillors: For information only.

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

**Thursday 1 November 2018 at 7.00pm**

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

**Graham Blew  
Town Clerk**

Dated: 26 October 2018

*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  
1 NOVEMBER 2018**

**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 6 September 2018 (*Town Council 11 October 2018*).

**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 2018 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 2018 for approval.

**Recommended:** To approve the bank transfers undertaken in August and September 2018.

**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 2018 for approval.

**Recommended:** To approve receipts and payments for August and September 2018.

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

Please find attached the Flex-Budget Report balanced to 30 September 2018.

**Recommended:** To note the summary of accounts to 30 September 2018.

**FINANCE & GENERAL PURPOSES COMMITTEE**  
**1 NOVEMBER 2018**

**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 £1,200.00 remaining in the 2018 - 19 budget for local funding applications (Cost Code 244).

A. Ingress Park Family Fun Day

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

**11. GROVE CAR PARK TICKET MACHINE (p).**

Further to minute 229/17-18 a verbal update will be given to the Committee regarding the current situation and possible future implications.

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

**12. FINANCIAL RISK ASSESSMENTS (FRA) FOR 2019 – 2020 (p).**

The FRA Working Group met on 23 October 2018 to consider the effect and the options for the FRA's following the outcome of the Community Governance Review (CGR) carried out by Dartford Borough Council (DBC minute 53, 27 September 2018).

Attached is the report from the FRA Working Group which details the projected financial implications that the result of the CGR will have for the financial year 2019 – 2020 and also contains different options the Town Council could consider to mitigate these.

Members are asked to report to full Council (13 December 2018) with their recommendation to enable the Estimates 2019 – 2020 to be drafted for consideration and then approval by both the Finance and General Purposes Committee and Special Town Council at their meetings on 10 January 2019.

**Recommended:** To propose a recommendation for full Council 13 December 2018.

