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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 D J Mote
Councillor B E Read
Councillor Mrs I A Read
Vacancy

To all other Councillors: For information only.

A Meeting of the above Committee will be held on

Wednesday 6 March 2019 at 7.00pm

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

**Graham Blew
Town Clerk**

Dated: 28 February 2019

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
7 MARCH 2019**

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 10 January 2019 (*Town Council 14 February 2019*).

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 December 2018 and January 2019 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 December 2018 and January 2019 for approval.

Recommended: To approve the bank transfers undertaken in December 2018 and January 2019.

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 December 2018 and January 2019 for approval.

Recommended: To approve receipts and payments for December 2018 and January 2019.

9. SUMMARY OF ACCOUNTS (p).

Please find attached the Flex-Budget Report balanced to 31 January 2019.

Recommended: To note the summary of accounts to 31 January 2019.

**FINANCE & GENERAL PURPOSES COMMITTEE
7 MARCH 2019**

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 £750.00 remaining in the 2018 - 19 budget for local funding applications (Cost Code 244).

- A. Dartford Cambria Sea Scout Group
- B. Hi-Kent
- C. UKCMFL

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

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

11. CAPACITY BUILDING FUND (DARTFORD BOROUGH COUNCIL (DBC)) – FUTURE APPLICATIONS.

Further to minutes 391/18-19 (FGP 10 January 2019), 436/18-19 (RLA 31 January 2019) and 481/18-19 (full Council 14 February 2019) members are asked to consider suitable/appropriate projects for this year's scheme.

Recommended: That the item be noted.



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Swanscombe and Greenhithe Town Council Website:
<http://www.swanscombeandgreenhithe town council.gov.uk>

