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# SWANSCOMBE & GREENHITHE TOWN COUNCIL

## Finance & General Purposes Committee

Councillor B E Read (Chairman)  
Councillor Mrs A R Harvey (Vice-Chairman)

Councillor K G Basson  
Councillor Mrs S P Butterfill  
Councillor Ms L M Cross  
Councillor P C Harris  
Councillor Ms L C Howes  
Councillor R J Lees  
Councillor V Openshaw  
Councillor B R Parry  
Councillor Mrs I A Read  
Councillor P J Scanlan

To all other Councillors: For information only.

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

**Thursday 13 March 2014 at 7.00pm**

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

*Graham Blew*

Graham Blew  
Town Clerk

Dated: 6 March 2014

SWARSCOMBE &  
GREENWICH TOWN  
COUNCIL



Finance & General Purposes  
Committee

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**FINANCE & GENERAL PURPOSES COMMITTEE  
13 MARCH 2014**

**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. To receive items 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 16 January 2014 (*Town Council 27 February 2014*).
6. **TO RECEIVE FINANCE STATEMENTS AND PASS ACCOUNTS FOR PAYMENT.**

Please find attached a detailed list of all receipts and payments for January and February 2014.

**Recommended:** To approve receipts and payments for January and February 2014.

**7. SUMMARY OF ACCOUNTS.**

Please find attached the Summary of Accounts balanced to 28 February 2014.

**Recommended:** To note the Summary of Accounts balanced at 28 February 2014.

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

**8. APPLICATIONS FOR FUNDING UNDER SECTION 137 OF THE LGA 1972.**

Please find attached three separate applications for funding. Please note the 2013/14 budget for Section 137 donations is £1400, with £400 having been spent. The 2014/15 budget is £1700.

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

**9. SERVER AND PC REPLACEMENT – VIREMENT.**

Please see the attached report.

**Recommended:** 1 To endorse the actions taken in having these works undertaken

**FINANCE & GENERAL PURPOSES COMMITTEE**  
**13 MARCH 2014**

- 2 To agree to vire the funds required as detailed in the report.

**10. TREE WORKS IN SWANSCOMBE PARK – VIREMENT REQUIRED.**

Please see the attached report.

- Recommended:**
- 1 To endorse the actions taken in having these works undertaken
  - 2 To agree to vire the funds required as detailed in the report.

**11. ELECTRICAL TEST AND INSPECTION – TOWN COUNCIL OFFICES AND COMMUNITY HALL.**

It is a requirement of the town council's lease with Dartford Borough Council and a legislative requirement that an electric test and inspection is undertaken on the electrical installation at the premises. Officers have strived to obtain 3 quotes but have only been successful in obtaining one, for the sum of £1,500. If members approve this quotation, the works will be carried out in the new financial year (please note that this is a budgeted expenditure within the Financial Risk Assessments 2014/15).

- Recommended:** To approve to having the electrical test and inspection undertaken with the funds being taken from Financial Risk Assessment 2014/15.

**12. KENT COUNTY COUNCIL PENSION FUND 2013 EVALUATION – EMPLOYER RESULTS.**

Please refer to the attached report produced by the RFO.

- Recommended:** To note.

**13. KCC MEMBER COMMUNITY ENGAGEMENT GRANT SCHEME 2013/14.**

I am pleased to advise that the Town Clerk has been able to secure a grant of £500 from the above grant scheme which will be used to fund the children's summer entertainment activities.

- Recommended:** To note.

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