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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 9 March 2017 at 7.00pm**

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

**Graham Blew  
Town Clerk**

Dated: 2 March 2017

*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 2017**

**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 12 January 2017 (*Town Council 16 February 2017*).

**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 January and February 2017 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 January and February 2017 for approval.

**Recommended:** To approve the bank transfers undertaken in January and February 2017.

**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 2017 for approval.

**Recommended:** To approve receipts and payments for January and February 2017.

**FINANCE & GENERAL PURPOSES COMMITTEE**  
**9 MARCH 2017**

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

Please find attached the Summary of Accounts balanced to 28 February 2017.

**Recommended:** To note the Summary of Accounts balanced at 28 February 2017.

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

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

Please find the attached applications for funding. There is currently £1,320.00 remaining in the 2016 - 17 budget for funding applications (Cost Code 244).

- A. 1<sup>st</sup> Swanscombe Rainbows.
- B. 2<sup>nd</sup> Swanscombe Brownies.
- C. Swanscombe & Greenhithe Local History Group.
- D. Hi-Kent

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

**11. REVIEW OF TELECOMMUNICATIONS CONTRACT (p).**

Please see the attached report.

**Recommended:** To note the review and to change to the alternative contractor.

**12. SECTION 137 EXPENDITURE: LIMIT FOR 2017 – 2018 (p).**

The Department for Communities and Local Government has confirmed that the appropriate sum for parish councils for the purposes of section 137 (4) (a) of the Local Government Act 1972 for 2017 – 2018 is £7.57.

**Recommended:** To note.

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

Further to minutes 385/16-17, 420/16-17 and 451/16-17 members are asked to consider suitable/appropriate projects for this year's scheme.

**Recommended:** To note.



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

