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SWANSCOMBE & GREENHITHE TOWN COUNCIL

Finance & General Purposes Committee

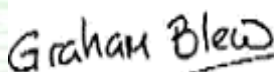
Councillor Lesley Howes - Chairman
Councillor Lorna Cross - Vice-Chairman
Councillor Anita Barham
Councillor Emma Ben Moussa
Councillor Ann Duke
Councillor Peter Harman
Councillor Richard Lees
Councillor Hazel Stephens

To all other Councillors: For information only.

A Meeting of the above Committee will be held on

Thursday 7 March 2024 at 7.00pm

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



**Graham Blew
Town Clerk**

Dated: 1 March 2024

Due to the confidential nature of the business to be transacted the Press and Public will be excluded from the meeting from item 11 onwards.

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.

The Council Offices, The Grove, Swanscombe, Kent, DA10 0GA.

Tel: (01322) 385513 Fax: (01322) 385849

**FINANCE & GENERAL PURPOSES COMMITTEE
7 MARCH 2024**

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 11 January 2024 (*Special Full Council 17 January 2024 (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 30/23-24.

Recommended: That the bank reconciliations for January 2024 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 2024 for approval.

Recommended: To approve the bank transfers undertaken for January 2024.

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 2024 for approval.

Recommended: To approve receipts and payments for January 2024

9. SUMMARY OF ACCOUNTS (p).

Please find attached the Flex-Budget Report balanced to 31 January 2024.

Recommended: To note the summary of accounts to 31 January 2024.

**FINANCE & GENERAL PURPOSES COMMITTEE
7 MARCH 2024**

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

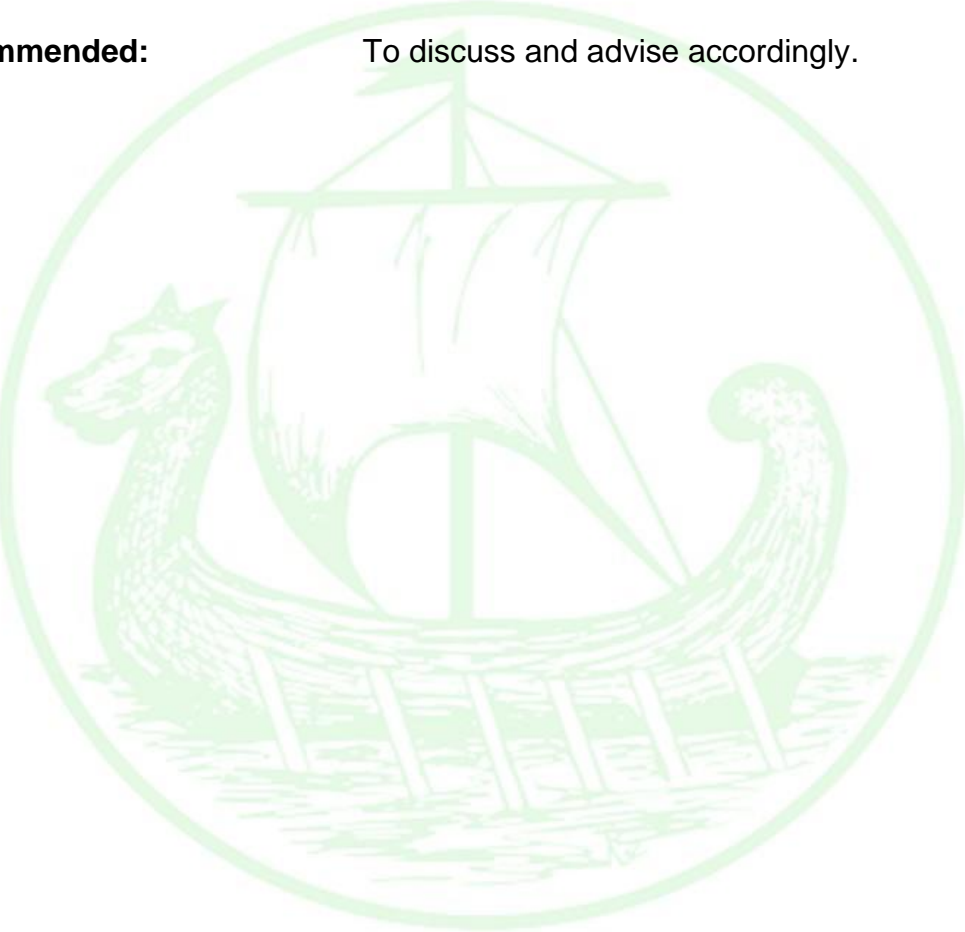
10. EXCLUSION OF THE PRESS AND PUBLIC.

TO RESOLVE: Pursuant to section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960 that, because of the confidential nature of the business to be transacted, the press and public leave the meeting during consideration of the following item.

11. TOWN COUNCIL OFFICES & COMMUNITY HALL – BUILDING ALARM (p).

Attached is a confidential report for Members consideration.

Recommended: To discuss and advise accordingly.



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

