

PETWORTH TOWN COUNCIL

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Town Clerk: Mrs Rebecca Knifton ACILEx

4 January 2017

Dear Cllr

I HEREBY GIVE NOTICE that a meeting of the **FINANCE AND GENERAL PURPOSES COMMITTEE** will be held on **TUESDAY 10 JANUARY 2017** in **PETWORTH TOWN COUNCIL OFFICES** commencing at **7pm**.

Yours sincerely

Alan Copus

Agenda

1. Apologies for absence

2. Declarations of interest

To receive from Members declarations of Pecuniary and non-Pecuniary interests in relation to any items included on the agenda for this meeting in accordance with **THE LOCALISM ACT 2011** and the **Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012**.

3. Minutes of the previous meeting held on 13 December 2016

To approve and sign the minutes of the last meeting which have been issued separately

4. Matters Arising

To consider any matters arising from the previous minutes including Automatic Pension Enrolment (paper issued separately)

5. Accounts – December 2016

To be presented at the meeting.

6. Bank reconciliation

To be approved and recommended for adoption at full Council.

7. Invoices for approval

To be presented at the meeting

8. Receipts

To be presented at the meeting. To review the monies received so far in January

9. Matters to be discussed at the Chairman's discretion