



Petworth Town Council

The Old Bakery
Golden Square
Petworth
West Sussex
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10th May 2017

E: clerk@petworth-tc.gov.uk

Dear Cllr

I HEREBY GIVE NOTICE that a meeting of the **FINANCE AND GENERAL PURPOSES COMMITTEE** will be held on **TUESDAY 16th May 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 18th April 2017
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
5. Grounds Maintenance Contract
To consider the proposed schedule of works which has been issued separately
6. Insurance
To consider the quotations received which will be presented at the meeting
7. 2016/17 Year End Accounts
To consider the statements which will have been reviewed by the Internal Auditor and which will be presented at the meeting. Also to consider the Annual Governance Statement and the Annual Accounting Statements all of which will be presented at the meeting

8 April 2017 Accounts

To consider these accounts which will be presented at the meeting

9 Bank reconciliation as at end April

To be approved and recommended for adoption at full Council.

10. Invoices for approval

To be presented at the meeting and recommended for approval at full Council

11. Receipts

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

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