



Petworth Town Council

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6th December 2017

To Finance and General Purpose Committee Members and all other Councillors

YOU ARE HEREBY SUMMONED TO A MEETING OF PETWORTH TOWN COUNCIL'S FINANCE AND GENERAL PURPOSES COMMITTEE TO BE HELD ON TUESDAY 12th DECEMBER 2017 IN THE PETWORTH TOWN COUNCIL OFFICE, THE OLD BAKERY, GOLDEN SQUARE, PETWORTH, COMMENCING AT 7pm.

Melanie Kite
Clerk

AGENDA

1. **CHAIRMAN'S ANNOUNCEMENTS**
2. **APOLOGIES FOR ABSENCE**
3. **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.
4. **MINUTES OF THE PREVIOUS MEETING**
To approve and sign the minutes of the meeting held on 14th November 2017 (Appendix 1)
5. **MATTERS ARISING FROM THE MINUTES**
To consider matters arising from the minutes

6. PUBLIC PARTICIPATION SESSION

Adjournment of the meeting for public questions.

Public Questions.

To allow members of the public to address the Committee with respect to items not on the agenda, but relating to matters for which the F&P Committee have responsibility.

Public Participation. To allow members of the public to address the Committee about business on the agenda at the discretion of the Chairman.

Meeting re-convened

7. DRAFT BUDGET 2018/19

To approve the draft budget 2018/19

8. ELECTRONIC PAYMENTS

To approve payments made in November 2017

9. NOVEMBER 2017 ACCOUNTS

To receive the budget monitoring statement for November 2017 (presented at the meeting)

10. BANK RECONCILIATION AS AT END NOVEMBER 2017

To approve and recommend for adoption at the next Council meeting on 14th December 2017.

11. INVOICES FOR APPROVAL

To approve invoices received (presented at the meeting)

12. RECEIPTS

To review monies received to end November 2017(presented at the meeting)

13. MATTERS TO BE DISCUSSED AT THE CHAIRMAN'S DISCRETION