



Petworth Town Council

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7th February 2018

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 13th FEBRUARY 2018 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 16th January 2018 (Appendix 1)
5. **MATTERS ARISING FROM THE MINUTES**
To consider matters arising from the minutes.
6. **ACTIONS RESULTING FROM THE LAST MEETING**
 - a) Finance Package – Agreed to take the Rialtas software.

- b) Petworth Sports CIC – Invoice for the rental of the ground. To agree on payment instalments.
- c) Compensation for damage at Hampers Common playground - update

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. ELECTRONIC PAYMENTS

To approve payments made in January 2018

8. JANUARY 2018 ACCOUNTS

To receive the budget monitoring statement for January 2018 (presented at the meeting)

9. BANK RECONCILIATION AS AT END JANUARY 2018

To approve and recommend for adoption at the next Council meeting on 18th January 2018.

10. INVOICES FOR APPROVAL

To approve invoices received (presented at the meeting)

11. RECEIPTS

To review monies received to end January 2018 (presented at the meeting)

12. PURCHASE OF OFFICE COMPUTER

To agree to purchase a new computer for the office and any associated costs.

13. ANY MATTERS TO BE DISCUSSED AT THE NEXT COMMITTEE MEETING