



# Petworth Town Council

Melanie Kite  
Petworth Town Clerk  
clerk@petworth-tc.gov.uk

The Old Bakery,  
Golden Square,  
Petworth,  
West Sussex,  
GU28 0AP  
T: 01798 344883

---

7<sup>th</sup> March 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 13<sup>th</sup> MARCH 2018 IN THE PETWORTH TOWN COUNCIL OFFICE, THE OLD BAKERY, GOLDEN SQUARE, PETWORTH, COMMENCING AT 7pm.**

Melanie Kite  
Clerk

## AGENDA

1. **CHAIRMAN'S ANNOUNCEMENTS**  
Reminder about mobile phones and fire exists.
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 13<sup>th</sup> February 2018 (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. ELECTRONIC PAYMENTS**

To approve payments made in February 2018

**8. FEBRUARY 2018 ACCOUNTS**

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

**9. BANK RECONCILIATION AS AT END FEBRUARY 2018**

To approve and recommend for adoption at the next Council meeting on 13<sup>th</sup> February 2018.

**10. INVOICES FOR APPROVAL**

To approve invoices received (presented at the meeting)

**11. RECEIPTS**

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

**12. GRANT APPLICATIONS**

To consider grant applications received.

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