



Petworth Town Council

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10th January 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 16th JANUARY 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 12th December 2017 (Appendix 1)
5. **MATTERS ARISING FROM THE MINUTES**
To consider matters arising from the minutes.
Actions taken from matters arising:
 - a) Harvey's Farm Supplies non-payment. The Clerk has emailed an invoice to the business.
 - b) VAT reclaim – Cllr Copus has investigated and now agreed the figure.

- c) Petworth Sports CIC – the invoice for the rental of the ground has been sent.
Insurance - Due to very tight time constraint the insurance has been renewed by the Sports Ground.
- d) Hampers Common play slide – The Clerk sent a letter to the Estate and has received a reply.
This is being considered by the Chairman and Clerk before a reply is sent.

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 and Precept.
Recommend for adoption to Full Council at the next meeting.

8. ELECTRONIC PAYMENTS

To approve payments made in December 2017

9. DECEMBER 2017 ACCOUNTS

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

10. BANK RECONCILIATION AS AT END DECEMBER 2017

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

11. INVOICES FOR APPROVAL

To approve invoices received (presented at the meeting)

12. RECEIPTS

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

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