



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

12th December 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 18th DECEMBER 2018 IN THE PETWORTH TOWN COUNCIL OFFICE, THE OLD BAKERY, GOLDEN SQUARE, PETWORTH, COMMENCING AT 7pm.

Melanie Kite

Melanie Kite
Clerk

AGENDA

1. **CHAIRMAN'S ANNOUNCEMENTS**
Reminder about mobile phones, the fire exit and the meeting is being recorded.
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. **PRESENTATIONS FROM:**
PETWORTH PARK SPORTS, ALEX REES (Appendix 4)
and
SYLVIA BEAUFOY YOUTH CENTRE, TOM COMPTON
5. **MINUTES OF THE PREVIOUS MEETING (Appendix 1)**
To approve and sign the minutes of the meeting held on 20th November 2018.
6. **MATTERS ARISING FROM THE MINUTES**
To consider matters arising from the minutes that are not on the agenda.
- Grit boxes

- cleaner
- sales ledger
- Premises Licence

7. 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

8. ELECTRONIC PAYMENTS

To reconcile payments made in November 2018

9. NOVEMBER 2018 ACCOUNTS (Appendix 2)

To receive the budget monitoring statement for November 2018

10. BANK RECONCILIATION AS AT END NOVEMBER 2018

To approve the bank reconciliation.

11. INVOICES FOR APPROVAL

To approve invoices received for payment in December.

12. FARMER'S MARKET RECEIPTS

To review monies received to 18th December 2018

13. BUDGET 2019/20 -3rd DRAFT

To consider the provisional budget 2019/20

14. FINANCIAL REGULATIONS (Appendix 3)

To approve the additional statement on payment of invoices

15. MAINTENANCE OF CCTV

To discuss whether to cease to make payments to CDC for the maintenance of the CCTV.

To recommend decision to Full Council at the next meeting for approval.

16. GRANT APPLICATIONS (Appendix 5 & 6)

To consider requests from Home Start and Sylvia Beaufoy Youth Centre.

To recommend decisions to Full Council at the next meeting.

17. DATE OF NEXT MEETING

Tuesday 15th January 2019