



Petworth Town Council

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9th July 2020

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 VIA VIDEO LINK ON TUESDAY 14TH JULY 2020 COMMENCING AT 7pm.

Laura Smith
Clerk

AGENDA

1. CHAIRMAN'S ANNOUNCEMENTS

Reminder about mobile phones.

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 (Attached as file: F&GP Minutes - 16.06.20.doc)

To approve and sign the minutes of the meeting held on 16th June 2020.

5. MATTERS ARISING FROM THOSE MINUTES

To consider matters arising from the minutes that are not on the agenda.

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 SALES INCOME

To review the monies received to date for the Allotments, the Farmers Market and Petworth Pages

8 JUNE 2020 ACCOUNTS (Attached)

To review the budget monitoring statement for the 3 months to 30th June 2020

9 FULL YEAR FORECAST

To review the full year forecast

10 BANK RECONCILIATION AS AT END JUNE 2020

To approve the bank reconciliation

11 UPCOMING COSTS

Chain link gate at Station Road allotments: £525 (Nick Blunt Fencing)
Painting of railings at Rosemary Gardens: £1,250 (K&R Decorators)
6 foot metal trough for Golden Square: £137.95 (McVeigh Parker)
X4 grit bins; 2 Parrs Black & Gold and 2 Glasdons Green. Total of £822
20mph traffic consultation: £325 (Wilbar Associates)

12 INVOICES FOR APPROVAL

To approve invoices received for payment

13 GRANT APPLICATION

Citizens Advice (Arun & Chichester)
Petworth Festival

14 WEBSITE

To review report number 02-2020 (attached) and resolve which contractor to appoint for the redevelopment of the PTC website in order to comply with Website Content Accessibility Guidelines 2.1 AA rating.

15 HELPDESK / COMMUNITY HUB

To consider the future structure of the Helpdesk / Community Hub

16 ACTION LIST (Attached as file: Finance Action List 9th July 2020.docx)

To review progress on the items.

17 DATE OF NEXT MEETING

For information this is scheduled for Tuesday 18th August

****End of Agenda****