



Petworth Town Council

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12 June 2019

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 JUNE 2019 IN THE PETWORTH TOWN COUNCIL OFFICE, THE OLD BAKERY, GOLDEN SQUARE, PETWORTH, COMMENCING AT 7pm.

Alan Copus
Responsible Financial Officer

AGENDA

- 1. CHAIRMAN'S ANNOUNCEMENTS**
Reminder about mobile phones and the fire exit.
- 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 files: F&GP Minutes -21.5.19.doc and Mowing of Petworth Park Sports Ground.docx)**
To approve and sign the minutes of the meeting held on 19th May 2019.
- 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 MAY 2019 ACCOUNTS (to be presented at the meeting)

To review the budget monitoring statement for the 2 months to 31st May 2019

8 BANK RECONCILIATION AS AT END MAY 2019

To approve the bank reconciliation.

9 INVOICES FOR APPROVAL

To approve invoices received for payment.

10 ELECTRONIC PAYMENTS

To reconcile payments made in May 2019

11 SALES LEDGER

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

12 GRANT APPLICATION (Attached as files: CAB 1 to 4.jpeg)

To review the Application received from the Citizens Advice Bureau and if appropriate to recommend that Council make the Award

13 ROSEMARY GARDENS WORKS

To consider the tenders received, which will be issued separately

14 ACTION LIST (Attached as file: Finance Action list May2019.docx)

To review progress of the items.

15 YEAR END INTERNAL AUDIT REPORT (Attached as file: Final Audit Report 2018-19)

To consider the Audit Report, in particular its Recommendations

16 DATE OF NEXT MEETING

For information this is scheduled for 16th July

****End of Agenda****