



# Petworth Town Council

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

[clerk@petworth-tc.gov.uk](mailto:clerk@petworth-tc.gov.uk)

11th March 2021

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 16<sup>TH</sup> MARCH 2021 COMMENCING AT 7pm.**

Laura Smith  
Clerk

## AGENDA

**1. CHAIRMAN'S ANNOUNCEMENTS**

Reminder about mobile phones and muting microphones.

**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 - 16.02.21.doc)**

To approve and sign the minutes of the meeting held on 16<sup>th</sup> February 2021.

**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 FEBRUARY 2021 ACCOUNTS**

To review the budget monitoring statement for the 11 months to 28<sup>th</sup> February 2021

**9 FULL YEAR FORECAST**

To review the full year forecast

**10 BANK RECONCILIATION AS AT END FEBRUARY 2021**

To approve the bank reconciliation

**11 UPCOMING COSTS**

**12 INVOICES FOR APPROVAL**

To approve invoices received for payment

**13 GRANT APPLICATION**

None received

**14 ACTION LIST (Attached)**

To review progress on the items.

**15 DATE OF NEXT MEETING**

For information this is scheduled for Tuesday 20<sup>th</sup> April 2021

**\*\*End of Agenda\*\***