



25<sup>th</sup> November 2021

Dear Councillor,

I summon you to a Meeting of the Finance Committee on Monday 6<sup>th</sup> December 2021 at 18:00 at Coubro Chambers. There will be an open forum of ten minutes.

Please note: This meeting is to be recorded. Please inform the Committee before the start of the meeting if you do not wish to be included.



Jan Hearsey, Clerk/RFO

## **A G E N D A**

### **FC-2021/2-96 Apologies and reasons given**

**FC-2021/2 -97 Declarations of interest.** To receive any declarations of interest in accordance with the requirements of the Localism Act 2011 and to consider any requests for dispensations in respects of pecuniary or non-pecuniary interests in Agenda items

### **FC -2021/2- 98 Minutes of the previous meeting**

To resolve to approve the notes of the meeting of 1<sup>st</sup> November 2021 as minutes.

**FC-2021/2 – 99 Transactions for payment – To resolve to recommend to Full Council the list of payments due for November invoices and to review 10 transactions at random to insure transparency**

**FC-2021/2 – 100 Credit card statement – To resolve to recommend to Full Council to pay this month's Barclaycard bill**

**FC-2021/2 - 101 Bank reconciliation – To resolve to recommend to Full Council to approve the bank reconciliation as at 30<sup>th</sup> November 2021**

**FC-2021/2- 102 Review of outstanding receipts and monthly Budget review**

**FC-2021/2 – 103 To resolve to recommend to Full Council the tender for cleaning services**

**FC-2021/2- 104 To resolve to recommend to Full Council how much of the proceeds of the sale of excess equipment, will be spent on new equipment.**

**FC-2021/2 -105 To resolve to recommend the draft 2022/23 Budgets to Full Council**

**FC-2021/2 – 106 To resolve to recommend to Full Council to pay all staff salaries on the 15<sup>th</sup> December 2021 instead of the 22<sup>nd</sup> December 2021 due to Christmas**

**FC-2021/2 – 107 To discuss the report and resolve to recommend to Full Council VAT review**

**FC-2021/2 – 108 To discuss and resolve to recommend to Full Council the review of the accounts and administration software.**

**FC-2021/2 – 109 Items for discussion and agenda item requests.**

**FC-2021/2 -110 Confirm date and venue of next Finance Committee Meeting**  
(a) Monday 10<sup>th</sup> January 2022 @ 18h at Coubro Chambers