

# Whitchurch Town Council

Civic Centre  
Whitchurch  
SY13 1AX



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## FINANCE COMMITTEE

The Councillors listed below are summoned to attend the above meeting which will be held on **Thursday 9<sup>th</sup> JANUARY 2020** at the **CIVIC CENTRE, Edward German Room**, Whitchurch commencing at **7:00pm**.

The meeting is held in public and the public are encouraged to attend and participate. Just occasionally matters such as contractual or staffing matters do have to be held in the confidential part of the meeting.

**Date of Notice: 3<sup>rd</sup> January 2020**

Nicola Young  
Town Clerk

**Councillors: A Chesters, L Broders, S Hamlyn, R Shepherd, B Duffy, J Martin, J Sinnott**

## AGENDA

**Whitchurch Town Council audio records the meetings, if anyone is personally recording the meeting please can they declare this for the minutes.**

### **1. APOLOGIES**

To receive any apologies and reasons for absence

### **2. DECLARATION OF INTEREST**

To receive any Disclosure of Ordinary or Disclosable Pecuniary Interests in relation to any item on the agenda for the meeting.

### **3. MINUTES**

To confirm the minutes of the Finance Committee meeting held on **12<sup>th</sup> December 2019** and sign as an accurate record of that meeting (copy attached).

### **4. PUBLIC PARTICIPATION**

Members of the public are invited to make representations, ask questions and give evidence in respect of business being transacted at the meeting and about any other matter for which the Committee has a responsibility.

The Chairman will at this point, suspend Standing Orders to allow any members of the public to address the meeting and reinstate Standing Orders to conclude the public session.

### **5. ACCOUNTS**

To accept and sign the monthly accounts (copies attached).

**6. MONTHLY PURCHASE LEDGER, BACS AND CHEQUE PAYMENTS**

To receive and sign the total monthly purchase ledger, BACS and manual cheque payments.

**7. PETTY CASH ACCOUNT**

To receive and sign the petty cash account ledger.

**8. COUNCIL CREDIT CARD**

To receive the Credit Card payments record and duly sign.

**9. MOTION – Cllr J. Sinnott**

To receive a motion from Cllr Sinnott that Whitchurch Town Council open a Trading Account for the Civic Centre in order that operating costs and income can be clearly identified.

**10. INTERNAL AUDIT INTERIM REPORT**

To receive the Internal Audit Interim Report.

**11. BUDGET SETTING 2020/21**

To finalise the draft budget 2020/21.

**12. CONFIDENTIAL BUSINESS**

To resolve that under the Public Bodies (Admissions to Meetings) Act 1960, the public and press be excluded for the remainder of the meeting because of the likely disclosure of private and confidential information or staff matters.