



Barnstaple Town Council
Barum House, The Square, Barnstaple EX32 8LS

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Mr R Ward, Town Clerk

There will be a meeting of the **FINANCE & GENERAL PURPOSES COMMITTEE** on **MONDAY 25th MARCH 2019 at 6.00PM** in **THE GUILDHALL, BUTCHERS ROW, BARNSTAPLE** to which you are summoned for the transaction of the under mentioned business.

Robert Ward
Town Clerk
19th March 2019

Members of the Committee:

Chairman: Cllr S Upcott

Councillors: Mrs V Monk (Vice-Chairman), Mrs V Elkins, F Vernon, A Windsor, Mrs S Haywood, I Roome (Mayor ex-officio), Mrs J Hunt, J Phillips, J Carter, Mrs J Wilsher, J Williams, Ms N Haywood, M Kennaugh, G Langford, A Rennles (Deputy Mayor ex-officio), Mrs L York.

Public Participation In accordance with Standing Order 84 a period not exceeding 15 minutes will be set aside immediately prior to the start of the meeting for members of the public to ask a question of the chairman, providing the notice of such question has been given to the Town Clerk by 12 noon on the day of the meeting.

Recording, photographs and filming. In accordance with the Council's Protocol for the Recording or Reporting of Council and Committee Meetings, the press or public may audio-record, photograph or film meetings, or report from the meeting using social media. As such, members of the public may be recorded or photographed during the meeting. Anyone wishing to record or photograph the meeting must notify the Town Clerk before the commencement of the meeting.

AGENDA

- 1. Apologies for absence.**
- 2. Declarations of interest and dispensations received.**

3. Minutes

To approve as a correct record the minutes of the meeting held on 7th March 2019

4. Financial Reports

To receive and approve financial statements and budget monitoring reports, and to agree any actions arising.

- a) Budget Variance Report
- b) Bank Transactions Report
- c) Business Direct Reserve Account and petty cash account for Barum House
- d) Aged Debtors and Aged Creditors Analyses, and Nominal Balances
- e) Direct Debit and Credit Card Reports

5. Town Council General & Financial Risk Assessment

To receive and consider the General & Financial Risk Assessment.

6. Transfer of Funds from Balance Sheet to Profit & Loss Account

To agree this action, as advised by the Internal Auditor (paper to follow).

7. Outstanding Debts – to consider outstanding debts for write-off (paper to follow).