

Gerrards Cross Town Council

South Lodge, East Common, Gerrards Cross SL9 7AD 01753 888018

Clerk to the Council - Mrs S Moffat clerk@gerrardscross.gov.uk

www.gerrardscross.gov.uk



To all members of the Council

You are hereby summoned to a meeting of the Finance and General Purposes Committee to be held in Gerrards Cross Memorial Hall

**On Wednesday 13th October 2021 at 7.00pm
for the purpose of transacting the following business.**

S Moffat

**Sue Moffat
Clerk to the Council**

5th October 2021

Agenda

- 1. To accept apologies for absence.**
- 2. Declaration of interests are requested at the beginning of each item.**
- 3. To Review Expenditure and Balances in 2021/22 Accounts.** Financial Report April to September (as attached and in Shared Drive).
- 4. To discuss the 2021-22 grant application** from Gerrards Cross Community Association.
- 5. To accept that the Deputy Clerk has completed her 3 month probation and to agree the training course,** 'Introduction to Local Council Administration' which is as an induction qualification in preparation for the CILCA. Cost £120.
- 6. To note the completion of the External Audit** (as attached and in Shared Drive).
- 7. To agree to renew the services of the Internal Auditor, Beverly Simpson & Co Ltd and to agree the formal letter of engagement outlining roles, responsibilities and independence of the internal auditor** (as attached and in Shared Drive).
- 8. To consider applications for Grants in 2022/23 as listed on the proposed budget for 2022-23** (as attached and in Shared Drive). Details of grant applications are available to view in the Town Council Office.
- 9. To consider the budget for 2022/23.** (as attached and in Shared Drive)
- 10. To Review Asset Register** (as attached and in Shared Drive).
- 11. Annual Review of Risk Assessment** (as attached and in Shared Drive).
- 12. To review Standing Orders as agreed at the Council** (as attached and in Shared Drive). To amend Item 7A 'All councillors shall observe the Code of Conduct adopted by the Council on the 16th July 2012' to 'All councillors shall observe the Code of Conduct adopted by the Council on the 20th September 2021'.
- 13. To Review the Financial Regulations** (as attached and in Shared Drive).
- 14. To resolve** that in view of the confidential nature of the business to be transacted it is advisable in the public interest, that the press and public be temporarily excluded and they are instructed to withdraw (Public Bodies (Admissions to Meetings) Act 1960 s1).
- 15. To Review Staffing remuneration** (as attached and in Shared Drive).

The Public may now re-join the meeting.

**Date of Next meeting
TBD**

