

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 Monday 6th October 2020 at 7.00pm
for the purpose of transacting the following business.**

S Moffat

**Sue Moffat
Clerk to the Council**

29th September 2020

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 2020/21 Accounts.** Financial Report April to September (To be circulated).
4. **To consider the possibility of employing an additional part time employee as from 1st January 2021.**
5. **To note the completion of the External Audit** (To be circulated).
6. **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.** (To be circulated).
7. **To consider a request from GX Community Association for an additional grant for 2020-21** to meet part of the estimated deficit to 31st March 2021 of +/- £45,000.
8. **To consider applications for Grants in 2021/22 as listed on the proposed budget for 2021-22.** Details of grant applications are available to view in the Town Council Office.
9. **To consider the budget for 2021/22.** (To be circulated)
10. **To Review Asset Register** (to be circulated).
11. **Annual Review of Risk Assessment** (To be circulated).
12. **To Review Standing Orders** (To be circulated).
13. **To Review the Financial Regulations** (To be circulated).
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** (Details to be circulated).

The Public may now re-join the meeting.

**Date of Next meeting
TBD**

