

BARTON UPON HUMBER TOWN COUNCIL

Tracey Davis PSLCC
Town Clerk/RFO
Council Office
Assembly Rooms
Queen Street
BARTON UPON HUMBER
North Lincolnshire
DN18 5QP

Telephone: 01652 633598
mail:info@bartonuponhumbertowncouncil.gov.uk
www.bartontowncouncil.org.uk

30th May 2024

Dear Councillor

You are summonsed to attend a **FINANCE & GENERAL PURPOSES COMMITTEE MEETING of BARTON-UPON-HUMBER TOWN COUNCIL**. This will be held on **WEDNESDAY 5th JUNE, COMMENCING at 6.00 p.m. in the Assembly Rooms, Queen Street, Barton Upon Humber, DN18 5QP.**

The business of the meeting is detailed below and I trust you will be able to attend. If this is inconvenient please contact the Clerk prior to the meeting to offer your apologies. However, **if you are unable to attend the meeting, you are welcome to make comment via email/telephone on the agenda items to the town council office, before the meeting takes place.**

This meeting is open to members of the public for public participation and there will be an opportunity for members of the public to address the council prior to the Council meeting commencing. Please contact the Town Council office for meeting access details.

Yours faithfully



Tracey Davis PSLCC
Town Clerk/RFO

AGENDA

1. **Apologies for absence**
2. **Declarations of Interest:**
 - (a) To record declarations of interest by any member of the council in respect of the agenda items listed below. Members declaring interests should identify the agenda item and type of interest being declared.
 - (b) To note dispensations given to any member of the council in respect of the agenda items listed below.
3. **Minutes of meeting held on 6TH November 2023, approved and confirmed as a correct record at a meeting of the Town Council held on 6th December 2023.**
4. **To approve and adopt Terms of Reference 2024-2025**
5. **To consider Financial Items**
 - a) **Accounts for Payment – Committee to review each months accounts prior to noting at FC**
 - b) **Income and Expenditure April/May 2024**
 - c) **Bank Reconciliation April/2024 – Committee to delegate authority to Mayor and Committee Chair/Vice Chair to sign the monthly bank reconciliation.**

d) Recharges received from Champ for utilities at the Assembly Rooms from 2019 at 20.4% totalling £4526.55

- 6. Delegation to an Internal Audit Working Group regular monitoring to include review of Council's Financial Regulations**
- 7. To propose that we have regular updates on the market to be presented to Full Council and F&GP. Also to include numbers of stalls, the storage unit costs, rental costs and staffing ideas on how to keep regenerating the market so it keeps up with customer demand – Cllr C Patterson**
- 8. Creation of a Charity Board to facilitate the Mayoral Charity income each year.**

Finance & General Purposes Committee Members:

Councillors L Bennet, A Chapman, P Vickers, N Jacques, C Patterson, N Pinchbeck and B Troop