



Date: 23rd January 2019

You are summoned to a meeting of the Finance and General Purposes Committee to be held on Monday 28th January 2019 at 8.15pm at the Civic Hall, Poynton, SK12 1RB.

Yours faithfully,

Liz Osborn
Town Clerk

A G E N D A

1. To note if anyone attending, or present, at the committee meeting is making, or intends to make, an audio recording or film of the meeting.
2. Questions from members of the public.
3. Apologies for absence.
4. Declarations of disclosable pecuniary or other interests.
5. To approve the minutes of the previous meeting held on 10th December 2018.
6. To receive and note the income and expenditure report to 31st December 2018 for the Finance and General Purposes Committee and Town Council.
7. To approve the purchase of two defibrillators.
8. To consider action to be taken regarding outstanding debtors.
9. To review the fees and charges for the hire of Poynton Town Council facilities and equipment for 2019/20.
10. To receive and consider the report from the Deputy Clerk on electricity and gas charges for the Civic Hall and street lights.
11. To receive and consider the interim internal audit report for 2018/19 by JDH Business Services Ltd and the action plan.
12. To receive and note the letter from Alex Thompson, Head of Finance and Performance, Cheshire East Council, concerning the approval of the taxbase 2019/20, dated 17th December 2018.

13. To receive and consider the draft revised financial regulations from the task and finish group for consideration at the Town Council meeting on 25th February 2019.
14. To note action taken under Standing Order 51 concerning the contract for photocopiers in the Civic Hall.
15. To receive and consider a report from the Deputy Town Clerk in relation to banking and investments.
16. To note the email from the Valuation Office Agency confirming that the challenge to the Rateable Value of the Civic Hall had been accepted.
17. To receive and consider a written brief from the Council Community Support Supervisor on the Town Council's process for the issue of fixed penalty notices, with a recommendation then to be made to the Town Council meeting on 25th February 2019.
18. To receive and consider a draft media release regarding the 2019/20 precept.
19. To note the bank reconciliation for November 2018 and December 2018 as verified by the chairman.
20. To receive and note the payment schedules for November 2018 and December 2018.
21. Any communication messages arising from this meeting.