



Brixham Town Council

First Floor, Brixham Town Hall,
New Road, Brixham, TQ5 8TA

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Town Clerk: Mrs Tracy Hallett

5th June 2019

Dear Councillors

You are invited to attend a meeting of the Finance and General Purposes Committee, which will be held in the **Function Room of Brixham Town Hall** on **Wednesday 12th June 2019** commencing at **7pm**. The business that is to be transacted at this meeting is set out below.

If you are unable to attend this meeting, or will be late in arriving, please inform the Council offices as soon as possible.

From 7pm to 7.10pm residents are invited to give their views and question the Town Council on issues on this agenda or raise issues for future consideration before the start of the Town Council meeting. Members of the public may not take part in the Town Council meeting itself.

Attendees should be aware that the proceedings of this meeting may be filmed, photographed or recorded.

Agenda

- 1. Opening of the Meeting**
- 2. To elect a Chairperson**
- 3. To elect a Vice Chairperson**
- 4. Apologies**
To receive apologies and to approve reasons for absence
- 5. Declarations of Interest**
In accordance with the Code of Conduct, members are invited to declare any personal or disclosable pecuniary interests, including the nature and extent of such interests they may have in items to be considered at this meeting. Members are also reminded that any change to their Declaration of Interests must be notified to the Town Clerk within 28 days of the change.
- 6. Minutes**
To consider the approval of the minutes of the last meeting of the Committee on 01.05.19
- 7. Draft Calendar of meeting dates**
To agree the committee calendar of meeting dates for the F&GP committee
- 8. Grants and Project Applications**
To discuss, consider and agree any grant and project applications
 - a) Brixham in Bloom
- 9. Accounts for Payment**
To endorse the accounts paid by BACS and the accounts to be paid as set out in the Expenditure Transaction Approval List
- 10. Income Transactions**
To note the Income Transaction List

11. Income and Expenditure Accounts

To consider and note the following:

- a) Bank statement
- b) Investment and savings balances
- c) Financial Budget Comparison for the period ending 6th June 2019
- d) Account signatories to sign bank mandates for the Council bank and savings accounts

12. Policies

To review and agree the following policies and procedures:

- a) Reserves

13. Information Point

To hear an update from the Clerk

14. Allotments

To hear an update from the Clerk

15. Assets

To discuss, consider and agree if the Council should make any asset requests to Torbay Council.

16. Date of next meeting

To note the date of the next meeting which is scheduled for 3rd July 2019

17. Items for future agenda

Each Councillor is requested to use this opportunity to raise items for future agendas.

Signed

Tracy Hallett

Town Clerk to Brixham Town Council

6th June 2019

Committee Members:

Councillors P Addison, D Giles, E Hoggart, A Massey & S White