



Brixham Town Council

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

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Town Clerk: Mrs Tracy Hallett

8th June 2022

Dear Councillors

You are hereby summoned to attend a meeting of the **Finance and General Purposes Committee**, which will be held in the **FUNCTION ROOM** at **Brixham Town Hall** on **Wednesday 15th June 2022** commencing at **6pm** to transact the business specified in the following Agenda as set out.

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

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

Agenda

1. Opening of the Meeting

2. Apologies

To receive apologies and to approve reasons for absence

3. 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

4. [Minutes](#)

To consider the approval of the minutes of the last meeting of the Committee on 18.05.22

5. [Accounts for Payment](#)

To endorse the accounts paid by BACS and agree the accounts to be paid as set out in the Expenditure Transaction Approval Lists for the period ending 8th June 2022.

6. [Financial Budget Comparison](#)

To note the financial budget comparison for the period ending 8th June 2022.

7. Bank Signatories

To hear an update on the change of bank signatories

8. [Town Hall](#)

To discuss and consider the following:

- a) Electric and Gas comparisons
- b) CCTV upgrade
- c) Electrical Works
- d) Application for TV Licence

9. [Personnel](#)

To discuss and consider the proposed job description for the Office Manager

10. Date of next meeting

To note the date of the next meeting which is scheduled for 20th July 2022.

11. Items for future agenda

Each Councillor is requested to use this opportunity to raise items for future agendas, giving details of why the Council should consider the item

Signed

Tracy Hallett

Town Clerk to Brixham Town Council

Committee Members:

Councillors P Addison, D Blackmore (C), R Haddock (VC), A Massey, W Okurut, J Regan & O Swain

Members of the public are invited to view this meeting via Zoom by clicking on the following link:

[Meeting Link](#)

Attendees wishing to be present at the meeting in-person should contact the Council offices with at least 48 hours' notice to register their intent.