



Date: 21st February 2024

You are summoned to a meeting of the Finance and General Purposes Committee to be held at the Civic Hall on Monday 26th February 2024 at 8pm.

Yours faithfully,

Haf Barlow
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 8th January 2024.
6. To receive the action log from 2023-2024.
7. To receive the Income and Expenditure Q3 month 9 report.
8. To receive and consider the draft report on virements
9. To receive and consider the internal audit report and to approve the action plan.
10. To consider whether to request JDH Business Services rotate the auditor.
11. To consider and approve the draft Statement of Internal Controls.
12. To consider and approve the Town Council's Debt Collection and Bad Debt Policy.
13. To consider and agree the proposed fees and charges for the Civic Hall and reception services.
14. To consider and approve the draft Hirers Pack.
15. To receive, consider and agree a response to the Boundary Commission consultation on changes to the Cheshire East ward boundaries.

16. To note that the Clerk has made an application to open a CCLA Public Sector Deposit Account.
17. To receive an update from the Clerk on moving to a cloud based IT solution.
18. To note the report from the Clerk on the Heritage Open Day donation from Summerfest
19. To receive and consider the payment lists from December 2023 and January 2024.
20. To note the bank reconciliation for October and November 2023 as verified by the Chairman.
21. Any communication messages arising from this meeting.
22. To resolve to exclude the press and public on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.
23. To note the judgement against a debtor and to receive a report from the Clerk on what action should be taken, if any, to enforce the debt.