



*Vanessa Saunders - Town Clerk/Responsible Financial Officer  
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**21<sup>st</sup> February 2019**

**To: All Members of the Finance and General Purposes Committee**

Dear Councillor,

You are hereby summoned to attend the **Finance and General Purposes Committee Meeting**, to be held in the **Town Council Committee Room, Manor Offices, Holsworthy, on Wednesday 27<sup>th</sup> February 2019 at 5.30pm** for the purpose of transacting the business detailed below.

In accordance with The Public Bodies (Admission to Meetings) Act 1960, members of the public are welcome to attend.

Yours sincerely

**Vanessa Saunders**  
**Town Clerk**

**Members are requested to turn off their mobile phones for the duration of the Meeting**

#### **AGENDA**

1. **To elect a Chair.**
2. **Apologies for absence** (Please make any apologies known to the Town Clerk).
3. **Declaration of Interests** – to receive declarations of personal and prejudicial interests in respect of items on this Agenda.
4. **Finance and General Purposes Committee Meeting Minutes** – to sign and agree the Minutes of the F&GP Committee Meeting held on the 9<sup>th</sup> January 2019
5. **Matters arising** – To consider matters arising from the Minutes of the Meeting held on the 9<sup>th</sup> January 2019 not already covered by the Agenda. For information only.
6. **Accounts due for payment and Budget review** – To examine and agree the accounts due for payment.
7. **To receive an update and make any recommendations on the final expenditure and income in relation to the Christmas Switch On Event.**
9. **To receive an update and make recommendations on the final expenditure and income in relation to the WW1 100 Years Memorial Event.**
10. **To agree two Virements from the Cllr. expenses and Training Expenditure Budgets**
11. **Town Clerk's Report** – to receive a report from the TC for information only.

Cllrs. Hutchings, Allen, Heaven, Shepherd, Sanders and Watson.