



*Vanessa Saunders - Town Clerk/Responsible Financial Officer
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22nd July 2020

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 remotely using Zoom on **Wednesday 29th July 2020 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 wishing to join the meeting should contact the Town Clerk for a link.

Yours sincerely

Vanessa Saunders
Town Clerk

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

AGENDA

1. **Apologies for absence** (Please make any apologies known to the Town Clerk).
2. **Declaration of Interests** – to receive declarations of personal and prejudicial interests in respect of items on this Agenda.
3. **Finance and General Purposes Committee Meeting Minutes** – to sign and agree the Minutes of the F&GP Committee Meeting held on the 26th February 2020
4. **Matters arising** – To consider matters arising from the Minutes of the Meeting held on the 26th February 2020 not already covered by the Agenda. For information only.
5. **Accounts due for payment and Budget review** – To examine and agree the accounts due for payment.
6. **To authorise expenditure on the WW2 VE DAY 75 Years Memorial Tree Sculpture in the Park**
7. **To give an update and authorise expenditure on the works required at Penroses Terrace.**
8. **To note the Council's Risk Assessment in relation to COVID 19.**
9. **To discuss and recommend, if appropriate the expenditure on any COVID 19 related items.**
10. **To discuss the awarding of Grants for 2020/21.**
11. **Town Clerk's Report** – to receive a report from the TC for information only.
12. **Close**

Clrs. Allen, Heaven, Parker, Hutchings, Johns, Shepherd and Tallon.