



*Vanessa Saunders - Town Clerk/Responsible Financial Officer  
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**18<sup>th</sup> November 2021**

**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 Council Chamber on **Wednesday 24<sup>th</sup> November 2021 at 5.30 pm** 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. **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 27<sup>th</sup> October 2021
4. **Matters arising** – To consider matters arising from the Minutes of the Meeting held on the 27<sup>th</sup> October 2021 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 give an update and authorise expenditure on the 2021 Christmas Switch On Event**
7. **To discuss the draft Budget for 2022/23 and suggested projects.**
8. **Town Clerk's Report** – to receive a report from the TC for information only.
9. **Close**

**CLlrs. Parker, Musker, Allen, Hutchings, Kenneally, & Shepherd.**