



ATTLEBOROUGH TOWN COUNCIL

Town Hall, Queens Square, Attleborough, Norfolk NR17 2AF

Tel: 01953 456194 - email: enquiries@attleboroughtc.org.uk

GENERAL PURPOSES & FINANCE COMMITTEE

**You are hereby summoned to attend a meeting of the
General Purposes & Finance Committee on
Thursday, 30 May 2019 at 9.00 am in the Town Hall**

Gina Lopez

24 May 2019

CEO & Town Clerk to Attleborough Town Council

AGENDA

Membership

Cllr B Bulmer Cllr J Ellis

(Mayor and Deputy Mayor – as per Standing Order 15a vii)

To transact the undermentioned business; to receive the following reports and to make such orders or give such directions as necessary: -

1) To elect Committee Chair and Vice Chair

2) Apologies for absence

To receive and consider apologies for absence

3) Declarations of Interest

a) To receive declarations of interest in agenda items

(Members are no longer required to declare personal or prejudicial interests but are to declare any new Disclosable Pecuniary Interests that are not currently included in the Register of Interests. Members are reminded that under the Code of Conduct they are not to participate and must leave the room for the whole of an agenda item to which they have a DPI)

b) To receive and consider dispensations in relation to Disclosable Pecuniary Interests

4) Public Participation

10 MINS

To agree a resolution that the meeting be adjourned to allow the public to speak (This includes matters on the agenda and a maximum period of 10 minutes in duration)

5) Minutes of the meeting held on Wednesday 19 December 2018

To note the minutes of the meeting held on Wednesday 19 December 2018

6) 2018/19 Year End Reports

10 MINS

a) Internal Audit: – for acceptance and approval

b) Year End Account Sheets - for acceptance and approval

c) Annual Return: - for consideration

7) Leases Update: - for consideration **10 MINS**

8) Commercial Motor Insurance Policy for Renewal: - for consideration **5 MINS**

9) 4 Year Business Plan and Schedule of Events: - for consideration **10 MINS**

MAXIMUM MEETING TIME 1 HOUR

MEMBERS OF THE PUBLIC ARE WELCOME TO ATTEND

ALL MEETINGS ARE RECORDED FOR ACCURACY