

# Resources

## Resources

21/06/2022 19:00 - 20:00 ((UTC+00:00) Dublin, Edinburgh, Lisbon, London)

## AGENDA

### Topic

**1 7.00pm QUESTION TIME OPEN TO THE PRESS AND PUBLIC (not to exceed 30 minutes)** The public are welcome to ask questions on matters that are on the agenda and other matters at the Chairman's discretion

*The question should not be a statement and limited to no more than 2 minutes.*

**2 Apologies**

*To accept any apologies.*

**3 Minutes**

*Minutes attached from the last meeting held on the 15th March 2022*

**4 Matters arising (FOR INFORMATION ONLY) - none**

**5 Declarations of interest**

*To receive any Declaration(s) of Interest under the relevant authorities (Disclosable Pecuniary Interests) Regulation 2012 made under s.30(3) of the Localism Act 2011 and under the Code of Conduct adopted by the Town Council.*

**6 Use of Town Council seal**

*To note that the Town Council seal was used on the lease for Kingston House.*

**7 Cheque signatories/Internal Audit by Councillor**

*(i) To confirm cheque signatories for Town Council bank accounts (7 signatories with RFO (Responsible Financial Officer) being able to transfer funds between accounts, deal with day to day administration on the bank account and obtain cash from the bank with a signed cheque. Retiring councillors will be removed as signatories.*

*(ii) Monthly Internal Audit by a Town Councillor who is not a signatory on the accounts. To select a councillor for this.*

**8 Internal Auditor's Report**

*(i) To note latest report attached from the Internal Auditor from a visit carried out on 22nd April 2022.*

*(ii) To note that Auditing Solutions will be the internal auditor for the year 2022/23.*

**9 Accounts for payment**

*To approve payroll and direct payments and invoices up to 28th February 2022, 31st March 2022 and 30th April 2022. The accounts having been examined by a non-signatory councillor.*

**10 Management Accounts Reports**

*Detailed management reports up to 28th February 2022 and 31st March 2022 and 30th April 2022. These accounts show detailed income and expenditure by committee heading.*

**11 Next meeting**

*The next meeting has been arranged for 11th October 2022.*

**12 Confidential Business**

*'Under the Public Bodies (Admission to Meetings) Act 1960 by reason of a confidential nature to be discussed, that the public and press be excluded from the meeting'.*

## Attendees

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CLlr Alex Kay	Unconfirmed
CLlr Alison Potter	Unconfirmed
CLlr David Garwood	Unconfirmed
CLlr Emma Franklin	Unconfirmed
CLlr Jack Vittles	Unconfirmed
CLlr Jennifer Parker	Unconfirmed
CLlr Kate Bessant	Unconfirmed
CLlr Katie Vigar	Unconfirmed
CLlr Sam Blackwell	Unconfirmed
CLlr Sarah Gibson	Unconfirmed
CLlr Simon Mcneill-Ritchie	Unconfirmed
CLlr Tim Trimble	Unconfirmed
Ian Brown	Unconfirmed