

HUNGERFORD TOWN COUNCIL

The Mayor
Cllr Helen Simpson
57 Fairview Road
Hungerford
Berkshire
RG17 0BP
Tel: 07920 110380
Cllr.helen.simpson@hungerford-tc.gov.uk



The Town Clerk
Joanna Pike
The Library
Church Street
Hungerford
Berkshire RG17 0JG
Tel: 01488 686195
townclerk@hungerford-tc.gov.uk
www.hungerford-tc.gov.uk

6 January 2020

To: Cllrs, C Winsor, K Knight, H Simpson, R Chicken, D Gaines, M Crane
To all other Councillors, District Councillors and press for information

You are summoned to a meeting of **The Finance & General Purposes Committee** to be held on **Tuesday 14 January 2020**, at **7.00 pm** in the Council Office, The Library, Church St, Hungerford

The meeting is open to the press and public. **At 7.00 pm there will be a public forum to allow questions from the electors.**

*Members of the public may make representations, answer questions and give evidence at a meeting which they are entitled to attend in respect of the business on the agenda, providing they do so within the 15 minutes allotted time period (limited to 3 minutes per speaker) given at the beginning of each meeting. **Any questions should be submitted in advance by 2pm on the day of the meeting.** Public will not be permitted to interrupt, question or participate at any other point during the meeting unless invited to do so by the Chair. Timings will be at the discretion of the Chair.*

J Pike
Town Clerk

AGENDA

1. **Apologies for absence.**
2. **Declarations of interest.**
3. **Minutes – To approve and sign the minutes of the F & GP meeting on 12 November 2019.**
4. **Report on actions of previous meetings.**
5. **Office Mobile Phone** – Cllr Gaines to report on quotes for the office mobile phone.
6. **Council Grievance Policy** – the committee will consider whether to adopt the Grievance Policy.
7. **Councillor Attendance** – the committee will review Councillor attendance for the quarter ending December 2019.
8. **Good Exchange** – the committee will consider whether to ask the Good Exchange to match fund general grants for 2020/21.
9. **Finance: -**
 - a) Propose acceptance of bank reconciliation.
 - b) To approve interim cheque run.
10. **Update on TOIL Hours.**