

HUNGERFORD TOWN COUNCIL

The Mayor
Cllr Jerry Keates
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The Town Clerk
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3rd September 2026

To: Cllr Keates, Cllr Mulholland, Cllr Hall, Cllr Carlson, Cllr Cole, Cllr Brunning
To all other Councillors for information.

You are summoned to a meeting of **The Finance & General Purposes Committee** to be held on **Wednesday 9th September 2026**, at **7.00pm** in the Library. Hungerford

Claire Barnes

Mrs Claire Barnes
Town Clerk

AGENDA

- FGP20260074** Apologies for absence.
- FGP20260075** Declarations of interest.
- FGP20260076** Minutes – To approve and sign the minutes of the F&GP meeting held on Thursday 9th July 2026 and the Extraordinary Part 2 F&GP meeting of 25th August 2026.
- FGP20260077** Receive an update on actions.
- FGP20260078** Propose acceptance of bank reconciliations for July and August.
- FGP20260079** Propose acceptance of cashflow – refer to report
- FGP20260080** Review of effectiveness of safeguarding public money – refer to report
- FGP20260081** Review of charge card policy – refer to report
- FGP20260082** Approval of Asset Register – refer to document
- FGP20260083** Internal Controls – ASSETS AND INSURANCE
- Ensuring an up-to-date Register of Assets
 - Regular maintenance arrangement for physical assets
 - Annual review of risk and adequacy of Insurance cover
 - Annual review of Fidelity Guarantee and cover
 - Annual review of financial risk

FGP20260084 Internal Controls - STATUTORY COMPLIANCE

- Orders placed in accordance with Financial Regulations – correct delegation/ spend limits employed
- Awareness and review of Standing Orders and Financial regulations
- Compliance with Local Transparency Code 2015 – Information published on website
- All policies updated
- Minutes properly numbered and paginated with a master copy kept in office or safekeeping

FGP20260085 Consider budget transparency and breakdown of earmarked reserves

FGP20260086 Review of Emergency Plan – Discussion of emergency planning process.

FGP20260087 Consider standard Terms and Conditions for contractors

Confidential PART 2

The public and press may be excluded from the meeting on the grounds that publicity might be prejudicial to the public interest as per the Public Bodies (Admissions to Meetings) Act 1960.

FGP20260088 Review overtime for employee number 1.

FGP20260089 To note the Local Government Association (LGA) has announced the 2026 pay award for local government employees. The settlement provides for a 3.3% increase in pay rates and allowances with effect from 1 April 2026. The agreed pay award covers the period from 1 April 2026 to 31 March 2027, and employers are being encouraged to implement the increase as quickly as possible.

FGP20260090 Review of Triangle Field Lease – Next steps such as letter of intent