



BECCLES TOWN COUNCIL

TOWN HALL, THE WALK, BECCLES, NR34 9AJ
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You are summoned to a meeting of the **Finance and General Purposes Committee** to be held on **Wednesday 23 May 2018 at 10:00am** in the Council Chamber of Beccles Town Hall

Committee Members: Councillors N Brooks (Chair), R Kathuria (Deputy Chair), E Brambley-Crawshaw (Deputy Mayor), G Elliott, J Harris, S Kenward, R Stubbings (Mayor), J Walmsley

Mrs Claire Boyne
Town Clerk
16 May 2018

1. To receive and approve apologies for absence
2. To receive Declarations of Interest or any requests for the granting of dispensations in relation to any Disclosable Pecuniary Interests in items on the agenda (*requests for dispensations to be submitted to the clerk in advance*)
3. To elect a chair and deputy chair for 2018/19
4. To accept for accuracy and adoption the minutes of the Finance and General Purposes Committee meeting held on Wednesday 28 March 2018 (*draft attached*)
5. To review the current S106 and Community Infrastructure Levy schedules (*schedules attached*)
6. To agree a Retention Policy for documents (*policy attached*)
7. To agree a Cash Handling Policy (*policy attached*)
8. To receive and recommend approval of the Annual Governance Statement for 2017/18 (*Governance Statement attached*)
9. To receive and recommend approval of the Accounting Statements for 2017/18 (*Accounting Statements, Statement of Accounts and Variance Report attached*)
10. To receive and recommend approval of the Internal Auditors Report 2017/18 (*report to follow*)
11. To review the advice received regarding VAT registration and consider obtaining further advice (*advice attached*)
12. To receive an update on council leases (*schedule attached*)
13. To confirm the date of the next meeting