

# NEWENT TOWN COUNCIL

## AND BURIAL AUTHORITY



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6<sup>th</sup> December 2022

Dear Councillor / Resident

I hereby give notice of a **Finance & Staffing Committee** of Newent Town Council to be held on **Monday 12<sup>th</sup> December 2022**

**at Room G4 Newent Community School, Watery Lane, Newent**

**Start 7.15pm pm, or soonest after the previous meeting**

All Residents of the parish are welcome, and Members of the **Finance & Staffing Committee** are hereby summoned to attend for the purpose of transacting the following business.

*Michael Greenfield*  
Michael Greenfield  
**Town Clerk**

**Public Participation, up to a 10 minute period of time will be set aside before the start of the meeting for public questions.**

### A G E N D A

1. **To note apologies for absence.**
2. **Declarations of Interest on items on the agenda.**
3. **To approve the Minutes of the Extraordinary Finance & Staffing Committee held on Tuesday 27<sup>th</sup> September 2022**
4. **Clerks Report**
  - 4.1 To note Clerk's report

**5. Direct Debit list**

5.1 To note the Direct Debit list

**6. Quarterly Audit Report**

6.1 To note the quarterly internal audit report undertaken by Councillors Mrs G Moseley and Mrs R Wadley on 19.10.22

**7. Bank Reconciliation of 30.09.22**

7.1 To note Bank Reconciliation for **30.09.22**

7.2 To note Cashbook for **30.09.22**

7.3 To note Earmarked Reserves **30.09.22**

**8. Bank Reconciliation of 31.10.22**

8.1 To note Bank Reconciliation for **31.10.22**

8.2 To note Cashbook for **31.10.22**

8.3 To note Earmarked Reserves **31.10.22**

**9. Bank Reconciliation of 30.11.22**

9.1 To note Bank Reconciliation for **30.11.22**

9.2 To note Cashbook for **30.11.22**

9.3 To note Earmarked Reserves **30.11.22**

9.4 To note Income & Expenditure Report **30.11.22**

**10. Financial Regulations Draft for January 2023 Council Meeting**

10.1 To approve the Financial Regulations

**11. Precept**

11.1 To review and consider the draft Precept budget calculations for 2023/2024 and propose recommendations to Full Council for Monday 23<sup>rd</sup> January 2023

**12. Notices and Information**

To resolve that under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and broadcast media be excluded from the meeting during the consideration of the following items of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.

**13. Staffing matters**

13.1 To discuss staffing matters