



GILLINGHAM TOWN COUNCIL

The Town Hall

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GILLINGHAM

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FINANCE COMMITTEE

All members of the **Finance Committee** are summoned to a meeting on **Monday, 21st October 2019**, commencing at **7.30pm** in the Jubilee Room, Town Hall, School Road, Gillingham.

Julie Hawkins

Issue Date: 14th October 2019

Mrs Julie Hawkins

Town Clerk

All in attendance should be aware that filming, recording, photographing or otherwise may occur during the meeting. A designated area is set aside for members of the public not actively participating in the meeting where there will be no filming or photographs taken.

AGENDA

1.	Public Participation. <u>Please note</u> : a period up to a maximum of fifteen minutes will be allowed for public comments and questions restricted to items listed on the following agenda.
2.	To receive apologies.
3.	To approve the minutes of the last meeting held on Monday, 16 th September 2019.
4.	To receive questions pertinent to the previous meeting.
5.	To receive any declarations of interest. <u>Please note</u> : members are required to comply with the requirements of the Localism Act 2011, section 27, disclosable pecuniary interests.
6.	To note payments for the previous month.
7.	To authorise any payments between £5,000 and £9,999, in accordance with Financial Regulations, para 4.1.2.
8.	To receive any requests for virement of budgets.
9.	To appoint a councillor to verify bank reconciliations for the next quarter (Oct to Dec), as per Financial Regulations para 2.2. <u>Please note</u> : this cannot be a Chairman or a cheque signatory.
10.	To receive Management Accounts for the six months ending 30th September 2019.
11.	To receive and consider sub-committee reports.
12.	To receive and agree a Room Hire Policy (Version 2) for recommendation to Full Council.
13.	To receive and consider a report on the Annual Review of the CCTV
14.	To receive and consider a report on the future maintenance of the closed churchyard.

15.	To identify items relevant to Task and Finish Groups and Sub-Committees for inclusion in the Precept for the FY 2020/21.
(a)	Allotment and Burials Sub-Committee.
(b)	Annual Christmas Event and Festive Lighting Sub-Committee.
(c)	Remembrance Parade.
(d)	Cycle Link Task and Finish Group.
(e)	Estate Management and Properties Sub-Committee.
(f)	Health and Safety Sub-Committee.
(g)	Traffic Management Sub-Committee.
(h)	VE Day 75th Anniversary Celebration Event Task and Finish Group.
(i)	Fingerpost Refurbishment Task and Finish Group.
(j)	Gillingham Gateways Task and Finish Group.
(k)	Green Gillingham Event Task and Finish Group.
(l)	High Street Facilities Task and Finish Group.
(m)	Greener Gillingham (climate change and carbon management plan) Task and Finish Group.
(n)	Gillingham Royal Forest Project - GTC representatives.
(o)	Town Seating Task and Finish Group.
(p)	Woodwater Farm Sports Facility Task and Finish Group.
16.	To receive matters pertinent to this meeting. <u>Please note:</u> Members are advised that inclusion of any item is at the Chairman's discretion and that a council cannot lawfully decide upon any matter which is not specified in the summons (agenda).
	Closure

Attached:

Agenda item no. 12: Room Hire Policy

To follow:

Agenda Item no. 6: List of payments for September. List of direct debits for September.

Agenda Item no. 7: List of payments between £5,000 and £9,999.

Agenda Item no. 11: Finance Sub-committee report.

Agenda item no. 13: CCTV Report

Agenda item no. 14: Closed Churchyard