



Midhurst Town Council

16th February 2021

To Finance Committee Members

You Are Hereby Summoned to a Meeting of the FINANCE ASSET AND POLICY COMMITTEE to be held on Monday 22nd February 2021 by a virtual conference at 7:30pm.

Melanie Kite

**Melanie Kite
Town Clerk and RFO**

NOTICE – Due to the COVID-19 pandemic the meeting will be conducted using MS Teams video conference. Members of the public who wish to attend the meeting may do so by contacting the Clerk by email: clerk@midhurst-tc.gov.uk. Should a member of the public wish to raise a question please email your question to the Clerk no later than 2pm on Friday 19th 2021.

AGENDA

- 1. Chairman's Announcements**
- 2. Apologies for Absence** - To accept apologies received.
- 3. Declarations of Interest** - To receive from Members declarations of Pecuniary and non-Pecuniary interests in relation to any items included on the agenda for this meeting in accordance with The Localism Act 2011 and the Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012.
- 4. Minutes** – To approve Minutes of meeting held on 25th January 2021.
- 5. Matters Arising from the Minutes of the Meeting Held on 25th January 2021** - To consider matters arising from the minutes that are not on the agenda. (Appendix 1)
- 6. Public Participation Session** - Adjournment of the meeting for public questions.
To allow members of the public to address the Committee with respect to items not on the agenda but relating to matters for which the FA&P Committee have responsibility.
Reconvene Meeting
- 7. Financial Reports to end January 2021**- To note:
 - a. payments and receipts made in the month up to 12th February (Appendix 2)
 - b. financial position against budget (Appendix 3)
- 8. Bank Reconciliation** – To agree and sign the bank reconciliation for end January 2021. (Appendix 4)
- 9. Standing Orders** – To approve revised Standing Orders and recommend to Council for adoption.



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10. Code of Conduct - To approve revised Code of Conduct and recommend to Council for adoption.

11. Matters of Report. (Note: Decisions cannot be made under this item; it is for information only)

12. Exclusion of Members of the Public and Press -

In accordance with the provisions of section 1(2) of the Public Bodies (admission to Meetings) Act 1960 the press and public be excluded from the meeting by reason of the confidential nature of the business to be transacted.

The excluded session is to consider staff matters.

****End of Agenda****