

Ref: Agenda/F&GP160713

10 July 2013

Dear Sir or Madam

I hereby give notice that a meeting of the **Finance & General Purposes Committee** will take place on **Tuesday 16 July 2013** at the **Offices of Biggleswade Town Council, Saffron Road, Biggleswade** commencing at **7pm**.

Yours faithfully

R D McGregor
Town Clerk

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Committee Members:

Cllr M North (Chair)
Cllr I Bond
Cllr B Rix
Cllr Mrs W Smith
Cllr G Wilson

Cllr T Woodward (Vice Chair)
Cllr Mrs H Ramsay
Cllr Mrs M Russell
Cllr S Watkins

AGENDA

1. APOLOGIES

2. DECLARATION OF INTERESTS

To receive Statutory Declarations of Interests from Members in relation to:

- (a) Disclosable Pecuniary Interests in any agenda item
- (b) Non-pecuniary interests in any agenda item

3. PUBLIC OPEN SESSION

A period of up to 15 minutes is permitted to allow members of the public to ask questions.

4. MINUTES OF MEETINGS

- a. For Members to receive and approve the minutes of the Finance & General Purpose meeting held on 21 May 2013

5. **MATTERS ARISING**

- a. From the Finance & General Purpose meeting held on 21 May 2013.

6. **ITEMS FOR CONSIDERATION**

a. **Management Accounts**

The Chair of the Finance & General Purpose Committee has recommended that the Management Accounts should cease to be produced for the first two months of the financial year.

Members are asked to consider this recommendation.

b. **Quotation for Increase in Public Liability Insurance**

Members are asked to consider the attached quotation for increasing the Public Liability Insurance to £10m.

7. **ITEMS FOR INFORMATION**

a. **Further to F&GP meeting 21 May 2013 - Financial Risk Assessment and Review**

Town Councils contract with the External Auditor includes a complete review of the Financial Risk Assessment. This will be carried out the next visit in October and will be presented to Members at the November F&GP meeting.

8. **PUBLIC OPEN SESSION**

A period of up to 15 minutes is permitted to allow members of the public to ask questions.