



Battle Town Council



**A meeting of the FINANCE & GENERAL PURPOSES COMMITTEE will be held on
TUESDAY, 22nd September 2020 via Zoom at 7.30pm**

Any member of the public wishing to join this meeting will need to contact the Clerk and request the joining code by noon on 22nd September 2020.

PUBLIC QUESTION TIME 7.30pm to 7.45pm
(Standing Orders will be suspended to allow for this item)

**Committee members are hereby summoned to attend the meeting in order
to transact the following business**

In the interests of the environment, you are requested only to print if necessary

A G E N D A

Carol Harris

Town Clerk
16th September 2020

- 1. To receive and record apologies for absence**
- 2. Disclosure of interest** - To receive any disclosure by Members of personal and disclosable pecuniary interests in matters on the agenda, the nature of any interest and whether the Member regards the interest as prejudicial under the terms of the Code of Conduct.
- 3. To approve and sign the minutes of the meeting held on 28th July 2020**
- 4. To receive the Clerk's report**
- 5. To receive Correspondence and communications received post agenda publication**
- 6. To receive an update from Almonry Development Working Group**
- 7. Personnel sub Committee**
 - To appoint membership
 - To receive minutes of previous meeting on 8th September 2020 and consider recommendation that a bundle of ten hours be contracted to HR Services Partnership to provide up-to-date policies and advice as appropriate
- 8. Deputy Town Clerk, with responsibility for marketing and town development**
 - To agree job description and person specification
 - To agree method of recruitment, advert and time-scale
- 9. To consider applications for Post Covid-19 Recovery Grant**
- 10. To consider insurance renewal quotes**
- 11. To review Terms of Reference for recommendation to Full Council**
- 12. To consider Reserves Policy for recommendation to Full Council**

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13. To receive an update from Beautiful Battle and consider any recommendations for the Almonry Garden
14. To agree budget/precept/accounts training for Councillors and staff
15. To consider rates challenge, particularly in relation to overflow car park and cemetery
16. To review Action Plan
17. **Financial matters**
 - To receive budget report for F&GP to 31st August 2020
 - To review all budget lines recommended by Town Clerk
 - To agree Committee's budget requirements for 2021-22
18. **Matters for information and future agenda items**
 - To note budget position at 31st October 2020
 - To note Bank reconciliation to 31st October 2020
19. **Date of next meeting: 24th November 2020**

**ALL MEETINGS OF BATTLE TOWN COUNCIL AND ITS COMMITTEES
ARE OPEN TO THE PUBLIC**