

# BENTHAM TOWN COUNCIL



Town Clerk:  
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**6<sup>th</sup> October 2021**

**There will be a Meeting of the Bentham Town Council  
Finance Committee on  
Monday 11<sup>th</sup> October 2021 at 7.30 pm  
– to be conducted in the Ballroom at Bentham Town Hall.**

**All Town Council Meetings are open to the Public and Press.**

The press and public may not speak when the Council is in session, but they may make points during the 'comments & concerns' item on the agenda.

The business to be transacted at this meeting is set out in the Agenda below.

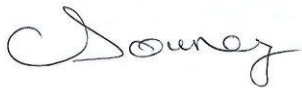
**06/10/2021**  
**Christine Downey**  
**(Clerk/RFO)**

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## **AGENDA**

- F14. **Apologies** from members unable to attend: -
- 14.1 To Note Apologies for absence given in advance of the meeting.
  - 14.2 To consider acceptance of reasons for absence.
- F15. **Declaration of Interest:** -
- 15.1 To Note Declarations of Interest not already declared under members Code of Conduct or members register of Disclosable Pecuniary Interests.
  - 15.2 To Approve Dispensation Requests.
- F16. To receive **Comment & Concerns:** Public participation – to hear matters raised by members of the public or Cllrs with an interest (that are allowed to speak) either on agenda items or for future consultation.  
(NB: for non-agenda items Members of the Council are not permitted to respond, except to ask questions for the purposes of clarification)

- F17. To **Confirm the Minutes** of the previous meetings on 12<sup>th</sup> July 2021. (Paper F2021/38)
- F18. To conduct **Quarterly Internal Control checks** for the quarter to 30<sup>th</sup> September 2021: -
- 18.1 Payments and receipts. (Paper F2021/39)
  - 18.2 Bank reconciliation. (Paper F2021/40)
  - 18.3 VAT return. (Paper F2021/41)
  - 18.4 Performance against budget. (Paper F2021/42)
  - 18.5 To complete the Parish Council Internal Control checklist. (Paper F2021/43)
- F19. To review the position of **allocated and unallocated reserves**. (Paper F2021/44)
- F20. To consider a subscription to the **Compliant Councils Hub for GDPR**. (Paper F2021/45)
- F21. Items for the next meeting and minor items for information only.
- F22. Date of next meeting.
- F23. To resolve that in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, and by reason of the confidential nature of the remainder of the business, that the public and press be excluded further from the meeting, whilst items F24 and F25 are considered: -
- F24. To agree a way forward regarding annual staff reviews. (Papers F2021 46 and 47)
- F25. To receive an update regarding correspondence with Annette Moppet and to agree a way forward.



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