

# NORMANTON TOWN COUNCIL

Mrs Donna Johnston FdA, FSLCC  
**Town Clerk & RFO**

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WF6 2DZ

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To all members of the Finance  
Committee

Our ref: DJ/hs  
Date: 18 January 2023  
Please Reply to: Donna

Dear Councillor,

You are hereby summoned to attend a meeting of the **FINANCE COMMITTEE** on **Tuesday 24<sup>th</sup> January 2023** at **2.00pm** at **Normanton Town Hall**, High Street, Normanton, WF6 2DZ.

If you are unable to attend, please submit your apologies, with reasons, to the Town Clerk before the meeting.

Yours sincerely

A handwritten signature in black ink, appearing to be 'Donna', with a long, sweeping horizontal line extending to the right.

Mrs Donna Johnston FdA, FSLCC  
Town Clerk & RFO.

**FINANCE COMMITTEE**  
**Tuesday 24<sup>th</sup> January 2023**

**AGENDA**

<b>29.</b>	<b>Apologies for Absence</b> To receive apologies for absence.	
<b>30.</b>	<b>Members Declarations of Interest</b> To receive any declarations of interest not already declared under the Council's Code of Conduct or members Register of Disclosable Pecuniary Interests.	
<b>31.</b>	<b>Minutes</b> To receive and sign the minutes of a meeting of the Finance Committee held on Tuesday 6 <sup>th</sup> December 2022 (Minute Numbers 12-28; Page Numbers 4-7) and approve the contents contained therein.	<b>ENC A</b>
<b>32.</b>	<b>Cash Books – Month 7-9</b> To receive the cashbooks for months 7-9 of the 2022/23 financial year.	<b>ENC B</b>
<b>33.</b>	<b>Bank Reconciliation – Month 9</b> To receive the Bank Reconciliation for month 9 of the 2022/23 financial year.	<b>ENC C</b>
<b>34.</b>	<b>Balance Sheet</b> To receive the Balance Sheet for month 9 of the 2022/23 financial year.	<b>ENC D</b>
<b>35.</b>	<b>Budget Review</b> To review the budget up to month 9 of the 2022/23 financial year.	<b>ENC E</b>
<b>36.</b>	<b>Small Grants</b> To consider applications for Small Grants up to a maximum of £500.	<b>ENC F</b>
<b>37.</b>	<b>Budget 2023/24</b> To consider the draft budget for the 2023/24 financial year.	<b>ENC G</b>

<b>38.</b>	<b>Precept 2023/24</b> To consider the precept for the 2023/24 financial year and put forward a recommendation to Council.	<b>ENC H</b>
<b>39.</b>	<b>External Audit</b> To note the arrangements for the external audit and agreed fees.	<b>ENC I</b>
<b>40.</b>	<b>Internal Auditor</b> To consider a quote for a new internal auditor for the 2023/24 financial year.	<b>ENC J</b>
<b>41.</b>	<b>Accounts Software</b> To consider quotes for the accounting software.	<b>ENC K</b>
<b>42.</b>	<b>Replacement Computers and Cloud Based Server</b> To consider a quote for replacement computers and move to a cloud-based server.	<b>ENC L</b>