

BERKHAMSTED TOWN COUNCIL

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29 December 2021

SUMMONS TO ALL MEMBERS

Notice is hereby given that there will be a meeting of the **Finance & Policy Committee** in the Main Hall, Ground Floor, Civic Centre, Berkhamsted on **Tuesday 4 January 2022 at 7.30 pm** for the purpose of transacting the business set out in the agenda below and you are hereby summoned to attend.



Mr Tony Noakes
Town Clerk

MEMBERS:

Councillors: R Freedman – Chair
G Stevens – Vice Chair
P de Hoest
J Jones
N Taylor
P White

Substitutes: A Peeler
S Claughton
T Porter

Members of the public are invited to attend all meetings of the Town Council.

Anyone wishing to attend this Finance & Policy committee meeting should contact the Town Clerk to register attendance. Email townclerk@berkhamstedtowncouncil.gov.uk and confirm your name, your address in Berkhamsted and details of any items on the agenda you wish to speak about. The cut off point for requests to join the meeting is **midday on the 4 January 2022**.

Alternatively, if you wish to comment on an item on this agenda by email, please do so by emailing townclerk@berkhamstedtowncouncil.gov.uk by **midday on the 4 January 2022**. Email comments will be passed to the Finance & Policy Committee ahead of the meeting and discussed during the meeting.

AGENDA

OPENING MATTERS

- FP 01/22** To receive apologies for absence
- FP 02/22** To receive **declarations of interest** regarding items on the agenda
- FP 03/22** To **approve the minutes of the previous meeting** held on 6 December 2021.

F&P Committee Minutes Actions – 6 December 2021

Reference	Action	Complete	Outstanding - Responsibility
63/21	Grant Awards approved as follows: (i) Age UK Dacorum - £100. (ii) Age UK Dacorum – £400. (iii) Berkofest - £500.	Yes	Finance Officer/ Town Clerk
65/21	2022/23 Budget to be presented at F&P on 4 January 2022	Yes	Town Clerk
66/21	Ashlyns School and St Mary's C of E Primary School attendance consultation to be sent by due date	Yes	Deputy Town Clerk
68/21	RCEF ITT process progressed to next stage	Yes	Project Officer & Town Clerk

- FP 04/22** To suspend **Standing Orders to allow public participation**

FINANCIAL MATTERS

- FP 05/22** **Income and Expenditure including Receipts and Payments Schedule**

- (i) To **note and approve** the Income and Expenditure and Variance Analysis as at 30 November 2021.
- (ii) Payments and receipts schedules for the period up to the 30 November 2021 will be sent to the Chair of F&P for scrutiny.

(iii) To **note** the balance sheet as at 30 November 2021.

FP 06/22 Budget Preparation & Precept 2022/23

(i) To **consider and review** the draft budget proposals and precept demand for 2022/23. Final approval of the precept for 2022/23 will be at FC on 10 January 2022.

FP 07/22 RCEF ITT Process Update

(i) To **consider** the ITT responses received and **approve** the formal notification of the preferred candidate to deliver the RCEF Desktop Feasibility Study to take forward to RCEF.

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