

KEIGHLEY TOWN COUNCIL

Joe Cooney
Clerk to the Town Council
7th January 2020

Keighley Civic Centre North Street
Keighley, BD21 3RZ
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YOU ARE HEREBY SUMMOND TO ATTEND a meeting of the Finance and Audit Committee, which will be held in the **VICTORIA MEETING ROOM**, Keighley Civic Centre on Monday 13th January 2020 at 6.00pm.



Joe Cooney
Town Clerk

COMMITTEE MEMBERSHIP

Councillor C Abberton – Vice Chair
Councillor M Curtis
Councillor L Maunsell
Councillor S Zubair

Councillor J Clarkson
Councillor C Graham
Councillor L Wrench

*Committee Terms of Reference are contained within the Scheme of Delegation.

ADJOURNMENT FOR PUBLIC PARTICIPATION

Notice is given that at a time agreed by the meeting, 15 minutes may be set aside for members of the public to make representation on the business of the agenda for the meeting:

- Members of the public wishing to speak are to have given three working days' notice to the Town Clerk; this may be waived at the Committee Chairman's discretion
- Any member of the public shall not speak for more than five minutes
- In the event of more than three members of the public wishing to address the Council, the priority will be determined by the Chairman, based on subject matter
- A question asked by a member of the public during Public Participation shall not require a response or debate during the meeting, though the Chairman may direct that a written response will be provided subsequent to the meeting.

RECORDING

Under the Openness of Local Government Bodies Regulations 2014, members of the public may now film, photograph and make audio recordings of the proceedings of the formal Council meeting, though not, under current legislation, of the Public Participation session, as this is not part of the formal agenda of the meeting. Recording activity should be respectful to the conduct of the meeting and behaviour that disrupts the meeting (such as oral commentary) will not be permitted.

AGENDA

1. Fire safety Announcement

2. Election of Chairman

Members are asked to elect a Chairman for the ensuing municipal year 2019-2020.

3. Election of Vice-Chairman

Members are asked to elect a Vice-Chairman for the ensuing municipal year 2019-2020.

Apologies for absence

Members are asked to receive apologies of absence for this meeting.

4. Declarations of Interest

Members are asked to receive declarations of interest under consideration on this agenda in accordance with the Localism Act 2011 s32 and The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012. (Members are reminded that should you declare a pecuniary interest at a meeting, it is your responsibility to inform the Monitoring Officer).

- i) Declarations of Interest from Members
- ii) Declarations of Interest from Officers

5. Public Question Time and Participation

Members of the public are advised that they are welcome to ask questions about items on the agenda. It is not always possible to give a verbal response at the meeting and questions may receive a written reply. No resolution can be made under this item.

Questions should relate to matters of Town Council policy or practice and not relate to the individual affairs of either the questioner or any other named person.

6. Minutes

Members are asked to approve the draft minutes of the meeting of the Finance & Audit Committee held on Monday 16th December 2019.

Copy attached

7. Budget 2019/2020

- RESOLVED:**
- i) That the budget be approved at a total figure of £826.613 as per meeting.
report subject to the clarifications discussed at the meeting.
 - ii) That the precept be increased by 0% and that the shortfall in the budget of £181,212 be taken from ear-marked and general reserves.

8. Financial Reports

Members are asked to note and consider the reports/paperwork with regard to:

- i) Bank reconciliation.

- ii) Income and expenditure report.
- iii) Veritau – Internal audit quote.

9. Ward Improvement Fund

Copies attached

Members are asked to consider the following proposals for allocation of part of the Ward Improvement Fund to the following purposes:

- i) **All Star Badminton Club** – Feather shuttle cocks - Cllr Zubair - £500
- ii) **Oakworth Village Society** – replacement pads for defibrillator - Cllr Corkindale
£150

10. Grants

a) Acorn Fund

- i) **Friends of Keighley Carnegie Library** – Awareness Day - £250.

b) Oak Fund

- i) **Coffee, Cakes and Crafts** – seven group sessions - £1000.

c) Grants over £1000

- ii) **Sue Belcher Play Development** – to be tabled.

To consider:

11. Cheques for payment

- i) To agree payments since last Finance and Audit meeting.

12. Date of next meeting

Members are to note that there is a ExO Finance and Audit Committee meeting on Monday 20th January 2020 so that the committee budgets can be agreed before the Bradford Metropolitan District Council deadline due on Friday 24th January 2020.

The date of the next scheduled Finance and Audit Committee meeting is the 17th February 2020.