



Highworth Town Council

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18th January 2023

To Councillors: K Smith, (Mrs) J Bishop, G Evans, (Ms) J Murphy, K Saunders, (Mrs) L Vardy, S Weisinger and S Wolfensohn

You are summoned to a **face to face** Meeting of the **FINANCE & GENERAL PURPOSE COMMITTEE** on **TUESDAY 24th January 2023** at 7:00pm in the Council Chamber, 3 Gilberts Lane, Highworth SN6 7FB.

Yours faithfully

D. Rose

TOWN CLERK

AGENDA

1. Apologies and Declarations of Interests

To receive any Apologies and any Declarations of Interests

(Members are reminded that at the start of the Meeting they should declare any known interests in any matter to be considered and during the Meeting if it becomes apparent that they have an interest in the matters being discussed)

2. Public Question Time & Correspondence

Members of the Public are given a period not exceeding 10 Minutes to ask Councillors questions or submit comments and to receive any correspondence

3. Minutes of the Meeting and Matters Arising

To confirm as a true record the Minutes of the Finance & General Purpose Meeting held on Tuesday 22nd November 2022 and address any Matters Arising from these Minutes

4. Accounts

To accept the Accounts and authorise payments

5. Policies

To review and adopt the following Policies

- a. Internal Audit Review Checklist
- b. Financial Risk Assessment
- c. Data Retention and Disposal Policy
- d. Community Engagement Policy

6. Grant Application

To consider the Grant Application from Wrde Up

7. Members Business

To note Members Business

Members of the Public and Press are invited to attend this Meeting, however, participation in the debates is not permitted.