



3 GILBERTS LANE  
HIGHWORTH SN6 7FB  
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[www.highworthtowncouncil.gov.uk](http://www.highworthtowncouncil.gov.uk)

**FINANCE & GENERAL PURPOSE MEETING MINUTES  
TUESDAY 24<sup>th</sup> JANUARY 2023**

<b>Present:</b>	
<b>Councillors:</b>	K Smith (Chairman), (Mrs) J Bishop, G Evans, (Ms) J Murphy, K Saunders, and S Wolfensohn
<b>Town Clerk:</b>	(Mrs) D Rose
<b>Assistant Town Clerk:</b>	(Mrs) C Haines
<b>Representatives:</b>	G Laken - Wrde Up Festival
<b>Members of the Public:</b>	4
<b>Apologies:</b>	Councillors: (Mrs) L Vardy and S Weisinger

		Action
48	<b>DECLARATIONS OF INTEREST:</b>  None	
49	<b>PUBLIC QUESTION TIME (Maximum 10 Minutes) &amp; CORRESPONDENCE:</b>  None	
50	<b>MINUTES OF THE MEETING:</b>  <b>RESOLVED</b> to confirm and sign the Minutes of the Finance & General Purpose Meeting on Tuesday 22 <sup>ND</sup> November 2022.	
51	<b>ACCOUNTS:</b>  The Accounts listed on pages F74 to F87 were accepted and the payments of Bills were duly authorised.	
52	<b>POLICIES:</b>  <b>RESOLVED</b> to adopt the following Policies:  a. Internal Audit Review Checklist b. Financial Risk Assessment c. Date Retention & Disposal Policy d. Community Engagement Policy	

	Voting was unanimous, and the Resolution was duly carried.	
<b>53</b>	<p><b>GRANT APPLICATION – WRDE UP:</b></p> <p><b>RESOLVED</b> to approve the grant application from Wrde Up for £1500.00 to cover the costs of children’s entertainment during the festival, with the condition that if any profits made are given to charity the grant must first be repaid to Highworth Town Council. Voting was 5 in Favour, 0 Against and 1 Abstention and the Resolution was duly carried.</p>	
<b>54</b>	<p><b>MEMBERS BUSINESS:</b></p> <p><u>Councillor G Evans:</u> Swindon Borough Council have confirmed photo identification will be required for voting at elections. The Town Clerk is aware and will publish once communications have been received from Swindon Borough Council.</p>	DR
<b>MEETING CLOSED AT 19:25</b>		

Signed: .....

Date: .....