



# Leigh-on-Sea Town Council

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Chairman: Cllr. Pat Holden  
Vice Chairman: Cllr. Carole Mulroney  
Town Clerk: Paul Beckerson



30<sup>th</sup> September 2010

Notice is hereby given that the next meeting of the **FINANCE AND GENERAL PURPOSES COMMITTEE** of the Leigh-on-Sea Town Council will take place on **Tuesday 5<sup>th</sup> October 2010** at the Town Council office, 67 Elm Road, Leigh-on-Sea commencing at 8.00pm.

## AGENDA

1. RESIGNATION AND ELECTION OF CHAIRMAN
2. CHAIRMAN'S OPENING REMARKS
3. APOLOGIES FOR ABSENCE
4. DECLARATION OF MEMBERS' INTERESTS
5. APPROVAL OF THE MINUTES OF THE MEETING OF THE 31<sup>st</sup> AUGUST 2010.
6. TO RECEIVE THE MINUTES OF THE QUALITY COUNCIL WORKING PARTY held on the 31<sup>st</sup> August 2010 - Report 1779/QCWP (Verbal update by Town Clerk on progress)
7. TO RECEIVE THE MINUTES OF THE AUDIT WORKING PARTY held on the 14<sup>th</sup> September 2010 – Report 1790/AWP
8. TO RECEIVE THE MINUTES OF THE PRESENTATION WORKING PARTY held on the 15<sup>th</sup> September 2010 – Report 1787/PWP

The Working Party requests that F&GP fund the proposals from reserves **at a total cost of up to £500.**

9. TO RECEIVE THE MINUTES OF THE COUNCILLOR RECRUITMENT WORKING PARTY held on the 30<sup>th</sup> September 2010 (Report to follow)
10. TO NOTE THE PARTIAL SUSPENSION OF CLLR. MRS ELAINE CRYSTALL FROM THE PLANNING COMMITTEE UNTIL 2<sup>nd</sup> December 2010 AND THE FURTHER TRAINING OF OTHER MEMBERS (SBC Decision Notice attached)

## GENERAL PURPOSES

### 11. MATERNITY POLICY

To adopt Maternity Policy contained in Report 1773/F&GP (Referred from last meeting to obtain advice from EALC on terms and conditions)

## 12. GENERAL PURPOSES BUDGET

- General Purposes Budget Report 1792/FGP 30<sup>th</sup> September 2010

## 13. USE OF TOWN COUNCIL CAR PARK – Cllr Peter Dolby to Report

## 14. CRIME PREVENTION PANAL REPORT of meeting held on 20<sup>th</sup> September 2010. Report to follow.

## FINANCE

## 15. REFERENCES FROM OTHER COMMITTEES None

## 16. TO NOTE APPENDIX 1 – Report 1783/AWP as the committee's REVIEW OF THE EFFECTVENESS OF THE INTERNAL AUDIT 2009/10.

## 17. AUDIT COMMISSION PAPER – THE FUTURE OF THE LOCAL AUDIT: ISSUES FOR CONSIDERATION (Any input into NALC Pages 32 to 35 attached)

## 18. OFFICE AND COMMITTEE BUDGETS

- Office Budget Report 1793/FGP 30<sup>th</sup> September 2010
- Committee Income and Expenditure Report 1791/FGP 30<sup>th</sup> September 2010

## 19. INCOME AND EXPENDITURE SINCE THE LAST MEETING

See report 1794/I&E attached.

## 20. BANK ACCOUNT BALANCES as at 30<sup>th</sup> September 2010

HSBC Current A/c	£50,078.12
HSBC Community Savings A/c	£115,066.77



Paul Beckerson  
Town Clerk  
30<sup>th</sup> September 2010

Please Note: Any member who is unable to attend the meeting must send their apologies before the meeting.