



Broadstairs & St Peter's Town Council

17 July 2024

To: Cllrs: J Bright, K Bright, Farooki, Garner (Chairman), Kemp, Orhan, Roberts.

You are summoned to a meeting of the **Finance & General Purposes Committee** to be held on **Monday 22 July 2024 at 7pm in the Music Room at Pierremont Hall.**

A handwritten signature in black ink that reads "Kirsty Holroyd". The signature is written in a cursive, flowing style.

Kirsty Holroyd
Town Clerk

AGENDA

- 1. ELECTION OF CHAIRMAN AND VICE CHAIRMAN FOR THE 2024-25 CIVIC YEAR.**
- 2. APOLOGIES FOR ABSENCE**
- 3. DECLARATIONS OF INTEREST**
To receive from members of the Council and the Town Clerk declarations of interest in accordance with the Code of Conduct adopted by the Town Council on 16th July 2012.
- 4. TERMS OF REFERENCE**
To receive the document and consider whether it is still fit for purpose.
- 5. MINUTES OF THE FINANCE AND GENERAL PURPOSES COMMITTEE**
To approve the minutes of the meeting held on 15 April 2024.
- 6. MATTERS ARISING FROM THE MINUTES NOT COVERED ELSEWHERE**
- 7. QUESTIONS AND/OR OBSERVATIONS FORM THE ELECTORATE OF BROADSTAIRS AND ST PETER'S**
To agree to suspend the meeting in accordance with Standing Orders 3e,3f, and 3g which permit a maximum of three members of the parish to address the council for a maximum of three minutes each.
- 8. BROADSTAIRS FOOD FESTIVAL**
To consider a request for additional funding as agreed by the committee in February (min.143)

9. STATEMENT OF INTERNAL CONTROL

To receive the updated governance document and consider recommending it to Council

10. ANNUAL GOVERNANCE STATEMENT

To receive the updated document and consider recommending it to Council.

11. INDEPENDENT INTERNAL AUDITOR

To receive a quote for the works and confirm the appointment of the I.I.A. for 2024-25

12. FINANCIAL REGULATIONS

To receive a report from the Town Clerk concerning the adoption of new Financial Regulations

13. PREFERRED CONTRACTORS POLICY REVIEW

i) To receive the document and consider whether it is still fit for purpose.

ii) To receive the list of preferred contractors and consider whether it can be accepted.

14. RISK MANAGEMENT STATEMENT REVIEW

To receive the document and note the amendments

15. DATE OF THE NEXT MEETING - Monday 14 October 2024 at 7pm in the Council Chamber, Pierremont Hall