

To all members of the Finance and Governance Committee, you are hereby summoned to attend for the purpose of considering and resolving the business to be transacted at the meeting as set out below:

NORTHSTOWE TOWN COUNCIL - FINANCE AND GOVERNANCE COMMITTEE
Tuesday 12th September 2023, 8-9 PM
Temporary Community Centre 1, The Green, Pathfinder Way, Northstowe CB24 1FD

Signed: *Mark Nokkert*

7th September 2023

Mark Nokkert, Clerk & Responsible Financial Officer to Northstowe Town Council
townclerk@northstowetowncouncil.gov.uk 077245 88949

We welcome members of the public or press attending any of our Council meetings.

If you wish to speak at the 'Public Participation' item, please email the Clerk to register your request before 5 pm on the day of the meeting. You may speak for up to 3 mins. in relation to any item(s) on this agenda.

MEMBERS: 6: Cllr Castelino (Chair); Cllr Benedicic (Vice-Chair); Cllr Greef; Cllr Littlemore; Cllr Owen; Cllr Panvekar.

QUORUM: 3 Members.

A G E N D A

27/23-24 APOLOGIES (Standing item)

To receive any apologies for absence received prior to the meeting.

28/23-24 DECLARATIONS OF INTEREST (Standing item)

- a) Councillors to declare any pecuniary or personal interest in any items on the agenda.
- b) Councillors to declare any prejudicial interest in any items on the agenda and to inform the Chair if they wish to speak on the matter during public participation.

29/23-24 PUBLIC PARTICIPATION (Standing item)

- a) To adjourn the meeting for up to 15 mins. to allow members of the public, or Councillors declaring a prejudicial interest, to address the meeting in relation to business to be transacted at this meeting.
- b) To reconvene the meeting.

30/23-24 MINUTES OF PREVIOUS COMMITTEE MEETINGS (Standing Item)

To approve the minutes of the meeting of the Finance and Governance Committee held on 11th July 2023 as a true record of that meeting (attached).

31/23-24 FINANCE (Standing Item)

1) BANK STATEMENTS & BALANCES

- i) To receive the bank statement for 31st July 2023 (shared with Cllrs).
- ii) To receive the bank statement for 31st August 2023 (shared with Cllrs).
- iii) To approve, and for the Chair to sign, bank reconciliations for 31st July 2023 and 31st August 2023 (attached).

2) RECEIPTS AND PAYMENTS REPORT

- i) To receive the Receipts and Payments report, dated to end of August 2023 (attached).

3) INCOME

- i) To note income as received.

See **Supporting document A** for overview of income received (attached).

4) EXPENDITURE

- i) To approve retrospective and new payments.

See **Supporting document A** for overview of retrospective and new payments (attached).

- ii) To allocate two authorised Councillors to sign paperwork associated with afore-mentioned payments and to carry out online banking authorisations.

32/23-24 DONATION COFFEE MACHINE

To agree to accept a donation of a coffee machine (as per the Council's [Scheme of Delegation](#), 4.1.) (information shared with Cllrs.).

33/23-24 MODEL FINANCIAL REGULATIONS CONSULTATION

To consider the request from NALC regarding input towards an update of the Model financial regulations (email from NALC, dated 1st Sep. '23 shared with Cllrs.). NB: to submit views an online form is to be completed by 5 Nov. '23.

34/23-24 DATES OF NEXT MEETINGS (Standing item)

To note;

- Finance and Governance Committee: 12th September 2023, 8-9 PM; location: TBC.
[Final versions of motions & papers to be received by 02/09 at the latest]
- Full Council: Tue 26th September 2023, 7-9 pm, Temporary Community Centre.
[Final versions of motions & papers to be received by 16/09 at the latest]
- For all Council meetings and annual meeting schedule, see www.northstowetowncouncil.gov.uk