

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 16<sup>th</sup> JANUARY 2024, 8 - 9 PM**  
**The Cabin** (Community Centre), **Northstowe**; Assembly Room 2;  
1, The Green, Pathfinder Way, Northstowe CB24 1FD

Signed: *Mark Nokkert*

*11<sup>th</sup> January 2024*

Mark Nokkert, Clerk & Responsible Financial Officer to Northstowe Town Council  
[townclerk@northstowetowncouncil.gov.uk](mailto:townclerk@northstowetowncouncil.gov.uk)

077245 88949

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

If you wish to speak at our standard 'Public Participation' item [you may speak for up to 3 mins. in relation to any item(s) on this agenda], please request a speaking slot with the Clerk before the meeting starts.

**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**

**62/23-24 APOLOGIES** (Standing item)

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

**63/23-24 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.

**64/23-24 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.

**65/23-24 MINUTES OF PREVIOUS COMMITTEE MEETINGS** (Standing Item)

- 1) To approve the minutes of the meeting of the Finance and Governance Committee held on 12<sup>th</sup> December 2023 as a true record of that meeting (attached).

**66/23-24 FINANCE** (Standing Item)

**1) BANK STATEMENTS & BALANCES**

- i) To receive the bank statement for 31<sup>st</sup> December 2023 (shared with Cllrs).
- ii) To approve, and for the Chair to sign, the bank reconciliation for 31<sup>st</sup> December 2023 (attached).

**2) RECEIPTS AND PAYMENTS REPORTS**

- i) To receive the Receipts and Payments report, dated to end of December 2023 (attached).
- ii) To receive a Quarterly Flexed budget overview – to end quarter 3 of '23-'24 (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 payments (attached).
- ii) To allocate two authorised Councillors to sign paperwork for afore-mentioned payments and to carry out online banking authorisations.

**61/23-24 DATES OF NEXT MEETINGS** (Standing item)

To note;

- Finance and Governance Committee: Tue 13<sup>th</sup> February 2024, 8-9 pm, The Cabin, Northstowe.  
*[Final versions of motions & papers to be received by 03/02 at the latest].*
- Full Council meeting: Tue 30<sup>th</sup> January 2024 (7-9 pm); venue: The Cabin, Northstowe.  
*[Final versions of motions & papers to be received by 20/01 at the latest]*
- For all Council meetings and annual meeting schedule, see [www.northstowetowncouncil.gov.uk](http://www.northstowetowncouncil.gov.uk)