

BOROUGHBRIDGE TOWN COUNCIL

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Helen Heavisides
Clerk of the Council

15 May 2019

To: **The Members of Boroughbridge Town Council Finance and Human Resources Committee**

Dear Councillors:

I hereby summon you to the following meeting of **BOROUGHBRIDGE TOWN COUNCIL** to be held at 1, Hall Square, Boroughbridge North Yorkshire YO51 9AN on:

**FINANCE AND HUMAN RESOURCES COMMITTEE
21 May 2019**

6.10pm in the Meeting Room

Please see the Agenda for the meeting below:

Yours faithfully

A handwritten signature in blue ink, appearing to read 'H Heavisides', written over a light blue rectangular background.

H Heavisides, Clerk of the Council

Note: Members are reminded of the need to consider whether they have any pecuniary or non-pecuniary interests to declare on any of the items on this agenda and, if so, of the need to explain the reason(s) why. Queries should be addressed to the Monitoring Officer Ms Jennifer Norton 01423 556036.

FINANCE AND HUMAN RESOURCES (F&HR) AGENDA – Tuesday 21 May 2019 6.10pm

1. **To appoint** a chairman to the Committee for 2019/20
2. **To receive** apologies and reason for absence.
3. **Declarations of interest in items on the Agenda.**
4. **Public questions and statements.**
5. **Finance**
 - a. **To receive** the first quarter bank reconciliation with RFO/Chair of Finance 2019/20.
 - b. **To approve** online bank access for the Assistant Clerk.
 - c. **To receive** a request for Clerk to attend SLCC Regional Training Day on 31 July 2019.
 - d. **To approve** a further cost of £30 for the annual cost for the duty of care charge for the Cemetery bins.
 - e. **Balance of accounts 21/05/2019.**
6. **To agree** dates below for future meetings of the F&HR Committee: To be discussed.

Following the Local Government Audit and Accountability Act 2014 the right to record, film and to broadcast meetings of the Council, Committees and Sub Committees is established, but anyone wishing to do so, should advise the Clerk or Chair of the Council, to ensure compliance with BTC's adopted policy to effectively and lawfully manage this activity.