



**A MEETING OF ALCESTER TOWN COUNCIL
FINANCE & GENERAL PURPOSES COMMITTEE IS TO BE HELD AT
7 pm ON TUESDAY 25th APRIL 2023
AT GLOBE HOUSE, PRIORY ROAD, ALCESTER**

Present

The Town Clerk to record attendance

PUBLIC PARTICIPATION

Public participation is allowed at the discretion of the Mayor on items on the agenda but is limited to three minutes per person.

A G E N D A (Standing Orders apply)

1. Apologies

Clerk to report on any apologies received

2. Declarations of Interest

To receive any Declarations of Interest on items on the agenda

Members are reminded that, unless they have been granted a dispensation, if they have a Disclosable Pecuniary Interest as defined in the Council's Code of Conduct they may not participate in any discussion of or vote on the matter and must also leave the room for the duration of the matter.

3. Minutes of Previous Meetings

The minutes of the previous meeting were signed at Full Council.

4. Matters arising (not otherwise dealt with on the Agenda)

To consider matters arising from the previous Minutes.

5. Staffing Issues

To receive a report from the Town Clerk on staffing issues.

6. Finance Issues

To approve the monthly management reports.

To receive a report from the Town Clerk on other finance issues.

7. Statement of Internal Control

To approve the draft Statement of Internal Control.

8. Document Retention Policy

To approve the updated Document Retention Policy.

9. CCTV Policy

To approve the updated CCTV Policy to remove references to the Greig Hall

10. Propositions to Full Council

To consider any other propositions to Full Council from Finance & General Purposes for inclusion in the forthcoming Full Council meeting.

Vanessa C Lowe

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Clerk to Alcester Town Council