



CAMBOURNE TOWN COUNCIL

District of South Cambridgeshire

FINANCE AND POLICY COMMITTEE

NOTICE IS HEREBY GIVEN that a Virtual Meeting of this Committee will be held on **15th December 2020, at 19.00**, to which members of the Council are hereby summoned to attend for the purposes of the following business.

Members of the public and press are also invited to attend.

John Vickery, Town Clerk

9th December 2020

AGENDA

This will be a virtual meeting accessed by Teams on the following [LINK](#)

If you do not have Teams click the button for using your browser and type in your name when requested. *(If you have any questions please contact the Town Council details below)*

PUBLIC ADDRESS TO COUNCIL

“Public question time is dealt with prior to the commencement of the meeting and doesn't form part of the formal business of council (or committee) and is limited to 15mins (an additional 15 minutes can be allocated in exceptional circumstances at the discretion of the Chairman).”

Each resident wishing to speak will be allocated a maximum of 3 minutes in order to allow other people to also speak without the public session exceeding its allotted time. Please Note: Councillors will not be able to respond on items on the agenda but will take notice of the views put forward.

1. APOLOGIES FOR ABSENCE

2. MINUTES OF LAST MEETINGS

To approve as a correct record the minutes of the Meeting FIN/M79 held on 17th November 2020. [FIN M78](#)

3. MEMBERS DECLARATION OF INTEREST OR REQUEST FOR DISPENSATION for items on the agenda.

Members are reminded that they are required to ensure their Declaration is updated within 28 days of any change in circumstances.

4. CHAIRMAN'S ANNOUNCEMENTS

5. **FINANCIAL STATEMENT**
 - 5.1 To receive the schedule of payments attached
 - 5.2 To receive a report on the current financial position
 - 5.3 To receive the Bank Reconciliation
6. **ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN:**
To receive a report from PKF Littlejohn LLP on the Annual Governance and Accountability Return for the year ending 31st March 2020.
7. **BUDGET 2021-2022**
To receive a report from the Town Clerk.
8. **POLICIES**
To receive a report from the Town Clerk.
9. **CORRESPONDENCE**
Town Clerk to report on any correspondence needing to be brought to the Council's attention. (Schedule Herewith).
10. **PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960**
Exclusion of the press and the public.
MOVE: that in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 and by reason of the confidential nature of the remainder of the business, the Press and the Public be excluded from the Meeting.
11. **STAFFING**
To receive a report from the Town Clerk.
12. **PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960**
Re-admittance of the press and the public.
MOVE: that the confidential business having been concluded, the Press and Public be re-admitted to the meeting.
13. **DATE OF NEXT MEETING – 16th March 2021**

*John Vickery, Clerk to Cambourne Town Council. Town Office, The Hub,
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