



**Town Clerk & RFO: Miss Dee Smith**  
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**Billingham Library & Customer  
Service Centre**  
**Billingham**  
**TS23 2LN**

**TO: All members of the Finance & General Purposes Committee**

**You are summoned to attend the next meeting of the Finance & General Purposes Committee to be held on Tuesday 19<sup>th</sup> November 2024 at 6.30pm, in Meeting Room C, Billingham Library & Customer Service Centre.**

**AGENDA**

**1. CHAIRMAN'S ANNOUNCEMENTS**

**2. APOLOGIES FOR ABSENCE**

To receive any apologies for absence.

**3. DECLARATIONS OF INTEREST**

Members to inform the Chairman of the Committee of any Declarations of Interest for matters set out within this agenda.

**4. PUBLIC PARTICIPATION**

In accordance with section 3 (f) of the BTC Standing Orders, members of the public present may address the Council or Committee at this point on the agenda. The Council/Committee reserves the right to respond or debate the issue at a later date.

No questions have been received at the time of preparation of this agenda.

## **5. MINUTES OF FINANCE & GENERAL PURPOSES COMMITTEE MEETING HELD ON 17<sup>th</sup> September 2024**

To approve the above minutes as a true and accurate record (see appendix A – Draft minutes 17<sup>th</sup> September 2024).

## **6. PAYMENTS & RECEIPTS LISTS**

- (i) To approve the list of payments to creditors for August, September and October 2024 for the main account (see appendix B).
- (ii) To approve the list of payment to creditors for August, September and October 2024 for the cafe accounts (see appendix C).
- (iii) To approve the staffing costs for September and October 2024 (see appendix D – Staffing costs).
- (vi) To note the income received for August, September and October 2024 (see appendix E – Income Received).
- (vi) Members are provided for information, with the bank reconciliation for all accounts up to 31<sup>st</sup> October 2024 (see appendix F – Bank Reconciliations).

## **7. CAFÉ IN THE PARK – PROFIT & LOSS REPORT**

Members are provided with a profit and loss report for the Café in the Park, up to 31<sup>st</sup> October 2024 (see appendix G – Profit & Loss).

## **8. INCOME & EXPENDITURE REPORT**

Members are provided with an Income and Expenditure Report up to 31<sup>st</sup> October 2024 (see appendix H – Income & Expenditure).

**Miss Dee Smith**  
**Town Clerk/RFO to Billingham Town Council**  
**13<sup>th</sup> November 2024**

### **PLEASE BE ADVISED:**

With the exception of any item identified above as containing exempt or confidential information under the Local Government Act 1972 Section 100A(4), members of the public are entitled to attend this meeting and/or have the access to the agenda papers. These can be found on the Town Council website [www.billingham-tc.gov.uk](http://www.billingham-tc.gov.uk)

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Persons wishing to obtain any further information on this meeting, including the opportunities available for a member of the public to speak at the meeting or for details of access to the meeting for people with disabilities, please contact Miss Dee Smith, Town Clerk via [dee.smith@billingham-tc.gov.uk](mailto:dee.smith@billingham-tc.gov.uk) or telephone 01642 551171.