



## LOCAL GOVERNMENT ACT 1972

### NOTICE OF A MEETING OF

### THETFORD TOWN COUNCIL FINANCE COMMITTEE

YOU ARE HEREBY SUMMONED TO ATTEND THE VIRTUAL FINANCE COMMITTEE MEETING OF THETFORD TOWN COUNCIL ON TUESDAY 20 OCTOBER 2020, STARTING AT 6.00 P.M.

THIS IS A VIRTUAL MEETING AND MEMBERS OF THE PUBLIC AND REPRESENTATIVES OF THE PRESS CAN JOIN THE MEETING AT –

<https://bit.ly/ttceventsyoutube>

Tina Cunnell BSc (Hons)  
Town Clerk  
15<sup>th</sup> October 2020

#### AGENDA

- 418/20      **DECLARATIONS OF ANY DISCLOSABLE PECUNIARY INTERESTS**  
To receive any additional interest not already registered.
- 419/20      **APOLOGIES FOR ABSENCE**  
To receive.
- 420/20      **MINUTES**  
To confirm as the minutes of the committee meeting held on 22 September 2020 and which will be received by Full Council on 27 October 2020 as a true record and be signed/initialled by the Chairman.
- 421/20      **COMMITTEE FINANCIAL DECISIONS**  
To note Committee financial decisions (attached)
- 422/20      **CONTRACTS UPDATE**  
To note the schedule of contracts. Document to follow.
- 423/20      **FINANCIAL REPORT FOR MONTH SIX**  
To receive and approve the income and expenditure reports for Month Five.
- 424/20      **APPROVAL OF PAYMENTS MADE**  
To receive the listing of payments made since the last meeting.

Council Offices: The Carnegie Cage Lane, Thetford, Norfolk, IP24 2DS  
Telephone: (01842) 754247  
e-mail: [mail@thetfordtowncouncil.gov.uk](mailto:mail@thetfordtowncouncil.gov.uk)  
website: [www.thetfordtowncouncil.gov.uk](http://www.thetfordtowncouncil.gov.uk)

- 425/20      **UPDATE OF THE BANK MANDATE**  
To approve an amendment to the Financial Regulations regarding cheque signatories and if approved, to update the bank mandate. Both approvals to be recommend for adoption by Council.
- 426/20      **POTENTIAL FUNDING OF PARISH PARTNERSHIP**  
To identify a potential source of funding for a Parish Partnership application. Document to follow.
- 427/20      **TIMETABLE OF TASKS IN FINANCIAL REGULATIONS**  
To review the timetable of tasks in the Financial Regulations and approve the action plan to undertake the tasks identified.
- 428/20      **APPROVAL OF BUDGET GUIDELINES**  
To approve the budget guidelines and approve the distribution thereof to the appropriate Committee Officer
- 429/20      **FINANCE OFFICER'S REFORMS**  
To note the progress on the Finance Officer's reforms.
- 430/20      **CORRESPONDENCE**  
To be noted and considered.
- 431/20      **COMMITTEE OFFICERS UPDATE**  
To update any information since the agenda was released.
- 432/20      **COMMUNITY ENGAGEMENT**  
To discuss and agree any consultation or media release required.
- 433/20      **EXCLUSION OF PRESS AND PUBLIC**  
To consider resolving that, pursuant to the Public Bodies (Admission to Meetings) Act 1960, the press and public be excluded for any remaining items of business on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be discussed.
- 434/20      **BILLING AND COLLECTION OF PROPERTY RENTAL DEBTORS**  
To discuss an approach to billing and collecting rental monies from those businesses forced to close due to COVID 19 (attached).

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