

Helen Broughton Clerk to the Council
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**A meeting of the Finance and General Purposes Committee
is being held at 7.30pm on Wednesday 19th April 2023
at the Westway Centre, Caterham on the Hill**

**Members: Cllrs C Botten (Chair), H Bilton, M Grasso, E Payne,
S Aldous, G Dennis, V Robinson, G Duck**

Members of the public can also view the meeting remotely via the following link.
PLEASE EMAIL THE CLERK BY 4PM ON THE DAY OF THE MEETING FOR THE PASSCODE.

[Join Zoom Meeting](#)

AGENDA

Signed *Helen Broughton*

Clerk to the Council

13th April 2023

F 23/13	Apologies for absence To receive apologies for absence.
F 23/14	Declarations of interest and dispensation requests To receive declarations of interest arising from the agenda
F 23/15	Public forum
F 23/16	Minutes of the last meeting To agree that the minutes of the meeting held on 8 th February 2023 be signed by the Chair as a correct record (minutes)
F 23/17	Payments and Accounts <ul style="list-style-type: none">i) To consider a grant request from the 1st Caterham Scouts from CIL funds for a new scout hut. (Request) (Note: confidential quotations circulated by email)ii) To approve payments (Invoices circulated by email)iii) To note the following reports:<ul style="list-style-type: none">a. Reserves Summary at Year End (Reserves)b. Draft AGAR Income and Expenditure as at Year End 2023 (AGAR)iv) To agree that the Chair sign the bank reconciliation as at 31st March 2023 as correct (Bank rec)v) To note the CIL report sent to the District Council (report)vi) To approve Helen Broughton signing the bank submission form to add Maria Grasso to authorise payments on the Unity Bank Account. Note that the mandate states there

	should be 2 signatories but currently Helen Broughton is the only signatory, approval therefore needs to be minuted.
F 23/18	Policies and Procedures <ul style="list-style-type: none">i) To approve the Website accessibility statement (statement)ii) To further review the procedure for awarding grants from CIL funds
F 23/19	Co-option <ul style="list-style-type: none">i) To approve a councillor co-option policy (draft policy)ii) To consider and approve a councillor co-option application form (draft form)