

29th November 2023

AGENDA

There is to be a meeting of the Queenborough Town Council
Finance & General Purposes Committee to be held
on **Monday 4th December 2023** commencing at **7-00pm** in the
Committee Room, 44 High Street, Queenborough, Kent. ME11 5AA

This meeting may be filmed/recorded. As Data controller under the Data Protection act by entering the meeting you are consenting to being filmed/recorded and to the Council's use of those recordings for public reporting.

- 1. Apologises and grounds for absence**
- 2. Declarations of Interest in items on the Agenda**
- 3. Public questions (maximum 10 minutes for all questions)**
- 4. Minutes of the meeting held on Monday 23rd October 2023**
- 5. Matters Arising from the meeting held on Monday 23rd October 2023**
- 6. Chair's Remarks**
- 7. Consideration of further information supplied re discretionary grant to Sheppey Light Railway Greenway Group**
- 8. Review of the appointed Cleaning Company's Service Agreement prior to signing**
- 9. Queenborough Town Council property not returned**
- 10. Closed item** the public and press be excluded from the meeting because of the confidential nature of the business to be transacted for the **Town Clerk's review**
- 11. To propose Finance & General Purposes Budget for 2024-2025**
- 12. Financial reports**
 - a) Review the cashbook** for October 2023
 - b) Review and Authorisation of Payments**
- 13. To review Correspondence received and decide appropriate response.**
(List available from 44 High Street)
- 14. Reserved for late items previously notified to the Chair** – for information only
- 15. Any Other Business** – for information only

Lisa Gransden, Town Clerk and Responsible Financial Officer

Date of next meeting – Monday 15th January 2024

Members of the public and press are welcome to attend the meeting.