



MADELEY TOWN COUNCIL

Jubilee House
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Alison Hinks, Town Clerk
12 March 2025

Notice is hereby given that the next meeting of **Finance & General Purposes Committee** will be held on **Monday 17 March 2025** at Jubilee House, High Street Madeley commencing at **6.30 pm**.

AGENDA

- 1. Apologies for Absence**
- 2. Appointment of Chair of Finance & General Purpose Committee**
- 3. Public Discussion**
- 4. Declaration of Interests**
- 5. Minutes**
Minutes from Finance & General-Purpose Committee – 20 January 2025 – *for approval* **Appendix A**
- 6. Budget & Finance – Financial Reports**
 - 6.1 Expenditure from 01.01.25 to 31.01.25 – *to note* **Appendix B**
 - 6.2 Income from 01.01.25 to 31.01.25 – *to note* **Appendix C**
 - 6.3 Budget Cashbook Report from 01.04.23 to 31.01.25 – *to note* **Appendix D**
 - 6.4 Budget Comparison Report from 01.04.24 – 31.0.15 – *to note* **Appendix E**
 - 6.5 2024-25 Budget Monitoring to 31.12.24 – *to note* **Appendix F**
 - 6.6 The Anstice Budget Expenditure Breakdown to 31.12.24 – *to note* **Appendix F**
 - 6.7 The Hub on the Hill Income and Expenditure Breakdowns to 31.12.24 – *to note* **Appendix F**
 - 6.8 Proposed Expenditure – *to approve* **Appendix G**
 - 6.9 Bank Reconciliations dated 31.01.25 – *to note* **Appendix H**
 - 6.10 Petty Cash Reconciliation to 18.02.25 – *to note* **Appendix I**
 - 6.11 2025-26 Pension Bands for Employees – *to note* **Appendix J**
 - 6.12 Room Hire charges at The Hub on the Hill – *to discuss and approve*
- 7. Health & Safety**
 - 7.1 Public Conveniences Fire Risk Assessment Action Plan – *to note* **Appendix K**
 - 7.2 Draft Health & Safety Policies & Procedures – *to discuss and approve* **Appendix L**
- 8. Review or Finance Regulation – to note** **Appendix M**
- 9. Review of Risk Management Policy – to note** **Appendix N**
- 10. Review of Financial Risk Assessment – to discuss and approve** **Appendix O**
- 12. Committee Structure and Cycle of Meetings – to discuss and approve**
- 13. Exclusion of Press and Public**

That, because of the confidential nature of the business about to be transacted, consider a resolution to exclude press and public from the meeting in accordance with the Public Bodies (Admissions to Meetings) Act 1960 sec.1 to consider the following item:

 - 13.1 Telford MIND Business Case for Hub on the Hill Community Café **Appendix P**
– to discuss and approve
- 14. Correspondence**
- 15. Information** councillors
- 16. Date of Next Meeting**

The date for the next meeting of Finance & General Purposes Committee at Jubilee House, High Street, Madeley will be confirmed following the Annual Meeting of Madeley Town Council.

Alison Hinks

Alison Hinks, Madeley Town Clerk

