

MELTHAM TOWN COUNCIL

The Carlile Institute
Huddersfield Road
Meltham
HD9 4AE

19th July 2023

Mr M Brook
Town Clerk

Dear Councillor,

You are hereby summoned to attend a meeting of the Properties Administration and Finance Committee to be held in the Edward Brook Meeting Room in the Carlile Institute on **Monday 24th July 2023** commencing at **6.00 pm***

PUBLIC QUESTION TIME 6.00 pm – 6.15 pm*

AGENDA

1. ADMISSION TO THE PUBLIC
To determine any items on the agenda considered to be of a private nature that should be discussed at the exclusion of the Public and Press, under the Public Bodies (Admission to Meetings) Act 1960 1(2) as amended.

2. APOLOGIES FOR ABSENCE.
To receive any apologies for absence.
To consider Councillors reasons for absence and approval

3. DECLARATION OF INTEREST.
To receive any declarations of interest on items on the agenda**

**Councillors must state whether the interest being declared is a Disclosable Pecuniary Interest under Appendix A of the code of conduct or an interest under Appendix B of the code of conduct.

4. GOVERNANCE.
4.1 To review the fixed asset register and a site visit.

5. BUDGET MONITORING AND FINANCIAL CONTROLS
5.1 To consider the draft amended budget 2023/24 from the Advisor to the Council.
5.2 To consider a review of internal controls.

Mr M Brook

Town Clerk to the Council

* The press, public and officers may attend this meeting remotely and the joining details are as follows:

Town Clerk is inviting you to a scheduled Zoom meeting.

Topic: Properties and Finance Committee Meeting

Time: Jul 24, 2023 06:00 PM London

Join Zoom Meeting

<https://us02web.zoom.us/j/85017314705?pwd=VIM1T3VyZkVVM3FVOTcvWWJEVXMwZz09>

Meeting ID: 850 1731 4705

Passcode: 472144

--- One tap mobile +17193594580,,85017314705#,,,,*472144# US
+12532050468,,85017314705#,,,,*472144# US --- Dial by your location • +1 719 359 4580 US • +1
253 205 0468 US • +1 253 215 8782 US (Tacoma) • +1 301 715 8592 US (Washington DC) • +1 305
224 1968 US • +1 309 205 3325 US • +1 312 626 6799 US (Chicago) • +1 346 248 7799 US (Houston)
• +1 360 209 5623 US • +1 386 347 5053 US • +1 507 473 4847 US • +1 564 217 2000 US • +1 646
558 8656 US (New York) • +1 646 931 3860 US • +1 669 444 9171 US • +1 669 900 9128 US (San
Jose) • +1 689 278 1000 US Meeting ID: 850 1731 4705 Passcode: 472144 Find your local number:

<https://us02web.zoom.us/j/85017314705?pwd=VIM1T3VyZkVVM3FVOTcvWWJEVXMwZz09>