

DAVID SHIMPE Clerk to the Council

Tel: (023) 8084 1411

Ext: 207

Fax: (023) 8084 2181

email:david.shimpe@btconnect.com

To: Members of the General Purposes and Finance Committee

Mr G Jones

Mr M Short

Mrs M. McLean

Mr A Wade

Mr R Newell

Mr M Wade (ex officio)

Mr G Parkes Vice Chairman

Mr D Smith (ex officio)

Mrs M Robinson Chairman

and remainder of the Council for information

AGGPF123

8 January 2008

Dear Sir/Madam,

A Meeting of the **General Purposes and Finance Committee** will be held at **The Grove, 25 St. John's Street, Hythe, on Monday next 14 January 2008, at 8 pm**, when your attendance is requested.

Yours faithfully

Clerk to the Council

AGENDA

- 1 Apologies for absence.
2. To sign the Minutes of the meeting of the Committee held on 19 November 2007.
3. Notification of any other urgent business to be raised at the end of the meeting.
4. To note any declaration of interest made by Members in connection with an Agenda item. The nature of the interest must be specified.
5. Public Participation Period.
6. Accounts for Payment.
7. Final Accounts 2006/07 – External Audit.
8. Review of Direct Debit payments.
9. Bus Passenger Body Consultation.
10. Working Party – Alterations to Reception Area
11. Any other urgent business concerning the Committee.

HYTHE AND DIBDEN PARISH COUNCIL

GENERAL PURPOSE AND FINANCE COMMITTEE

AGENDA NOTES FOR 14 JANUARY 2008

Item 7 Final Accounts 2006/07 – External Audit

The Annual Return for 2006/07 has been approved by the Audit Commission without qualification or comment.

The audited Annual Return will now be published.

Members are asked to note the completion of the Audit process for 2006/07.

Item 8 Review of Direct Debit Payments

The Parish Council makes payment to a number of organisations mainly in respect of services such as gas, electricity, telephones, etc via variable Direct Debits.

Although payments are made via Direct Debits they are still shown in the accounts for payment list that is submitted to either this Committee or Council for approval.

It is recommended by the Audit Commission that the organisations being paid by Direct Debit should be reviewed by the Council from time to time.

The current organisations being paid by Direct Debit are as follows.

| | |
|--|--|
| British Telecom - | Telephones at various Council buildings. |
| Virgin Media - | Workshop telephone calls |
| Tesco - | Vehicle Fuel |
| Southern electricity - | Gas and Electricity |
| NFDC - | Business Rates |
| Hampshire Playing Fields Association - | Membership fee |
| Newsquest - | Delivery of Daily Echo. |

Members are asked to note the organisations currently being paid by Direct Debit.

Item 9 Bus Passenger Body – Consultation

Attached is an email from NALC concerning the above consultation. As there is not an executive summary the "Introduction and Background" have been copied from the consultation documents. The complete document can be found at www.dft.gov.uk/consultations/open/buspassenger/busconsultation.

The closing date for comments is the 17 March 2008.

Member's views are requested.

Item 10 Working Party – Alterations to Reception Areas

At the last meeting of this Committee, minute 429/07 it was agreed that a Working Party be appointed to discuss interior furnishings. In order to progress the project, members are asked to appoint the Working Party and agree terms of reference for the Group.

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