



MADELEY TOWN COUNCIL

Jubilee House

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Alison Hinks, Town Clerk

12 November 2025

Dear Councillor

The next meeting of **Finance & General Purposes Committee** will be held on **Monday 19 January 2026** commencing at **6.30 pm** at **Jubilee House, High Street, Madeley**. All members are summoned for the transaction of the under mentioned business. Apologies must be submitted to the Clerk prior to the meeting.

AGENDA

1. Apologies for Absence

2. Public Discussion

3. Declaration of Interests

4. Minutes

Minutes from Finance & General-Purpose Committee – 17 November 2025 – *for approval*

Appendix A

5. Budget & Finance – Financial Reports

5.1 Expenditure from 01.09.25 to 31.12.25 – *to note*

Appendix B

5.2 Income from 01.09.25 to 31.12.25 – *to note*

Appendix C

5.3 Budget Cashbook Report from 01.10.25 to 31.12.25 – *to note*

Appendix D

5.4 Budget Comparison Report from 01.10.25 – 31.12.25 – *to note*

Appendix E

5.5 The Anstice Budget I&E Breakdown to 01.10.25 to 31.12.25 – *to note*

Appendix F

5.6 The Hub on the Hill I&E Breakdown 01.10.25 - to 31.12.25 – *to note*

Appendix G

5.7 2025-26 Budget Monitoring

Appendix H

5.8 Bank Reconciliations dated 31.10.25, 30.11.25 and 31.12.25 – *to note*

Appendix I

5.9 Petty Cash Reconciliation dated 31.12.25 – *to note*

Appendix J

5.10 2024-25 Internal Audit Action Plan – *to note*

7. Quarterly Audit

The Committee is requested to nominate two members to check expenditure and bank reconciliation records

8. Proposed Spend

8.1 Replacement Street Doors at the Public Toilets

Appendix

9. Health & Safety – Action Plans

9.1 The Hub on the Hill Fire Risk Assessment Action Plan – *to note*

Appendix

9.2 Public Toilets Fire Risk Assessment Action Plan – *to note*

Appendix

11. 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:

10.1 Debtors and Creditors – to consider a report from the R.F.O regarding debtors

Appendix Q

12. Correspondence

13. Information

14. Date of Next Meeting

The date for the next meeting of Finance & General Purposes Committee is arranged for 6.30pm on Monday 16th March 2026 at Jubilee House, High Street, Madeley.

Yours sincerely

Vanessa Voysey

RFO