**Sevenoaks Town Council**

**Finance & General Purposes Committee**

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| **Agenda** | **Pages** |
| 1. Apologies for absence 2. Declarations of interest 3. Requests for dispensations |  |
| 1. Minutes | 4-7 |
| 1. Sub Committees    1. Youth Council    2. Sevenoaks Community Centre User Group | 8-13  14-16 |
| 1. Management Accounts    1. To receive and consider the Management Accounts together with the Responsible Finance Officer’s report and variance analysis for the periods       * 1st to 31st October 2018       * 1st to 30th November 2018 | 17-64 |
| 1. Supplier’s accounts 2. Payroll Account 3. Petty Cash Account 4. Charges Bat & Ball plus Town Clerk’s report 5. Bank Mandates 6. Hospitality and Gifts Register | 65-78  79-82  83-88  89-107  108  109 |
| 7. Revenue Estimates and Precept Proposal for 2019-20   1. Recommendation from F&GP held on 26.11.2018 2. Revenue Estimates and Precept Proposals for 2019-20 | 109-113  114-143 |
| 1. Review of internal Controls    1. Risk Assessment    2. Investment Strategy    3. Reserves Policy    4. Financial Regulations 2019-2020 | 144-160  161-165  166-169  170-188 |
| 1. Grant Application and funds available history | 189-197 |
| 1. Current Matters and Priorities    1. Current matters    2. Priorities | 198-199  200-212 |
| 1. Press Release |  |