



ANDOVER TOWN COUNCIL
P & R Committee
The Lights, Andover
01st Nov 2023 - 6:30 PM

To the Members of Andover Town Council Policy & Resources Committee:

You are hereby summoned to attend a meeting when it is proposed to transact the following business:

AGENDA

ITEM	DETAIL	Item Lead	Enc.
1. Public session	To receive questions from members of the public and to respond if appropriate or to direct officers to respond in writing after the meeting.	Mayor	
2. Apologies	To note apologies for absence.	Mayor	
3. Interests	To receive pecuniary or non-pecuniary declarations of interests for agenda items or dispensation requests.	Chairman	
4. Minutes	To approve the minutes of the last meeting.	Chairman	✓
5. Contractual & delegated payments	To note the payments already made : From: 11 th Oct 2023 To: 25 th Oct 2023	RFO	✓
6. Payments for approval	To approve payments that need to be made : From: 11 th Oct 2023 To: 25 th Oct 2023	RFO	✓
7. Financial Reports	To receive and approve the following papers: a. Bank Statements and Bank Reconciliation b. Cashbook c. Budget to date d. Earmarked Reserves	RFO	✓
8. Planned expenditure	To receive estimates for planned expenditure.	RFO	✓
9. Unplanned expenditure	To consider any unplanned expenditure that should be taken into account.	RFO	✓
10. Next Meeting	To note next meetings: Full Council = Weds 22 nd Nov P&R Committee = Weds 20 th Dec	Chairman	

Signed: *Gail Foster*, ILCA, CiLCA. Responsible Financial Officer & Proper Officer, 26th Oct 2023.