



**ANDOVER TOWN COUNCIL**  
**P & R Committee**  
**The Lights, Andover**  
**13<sup>th</sup> Mar 2024 - 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	Lead	Enc.
1. <b>Public session</b>	To <b>receive</b> questions from members of the public and to respond if appropriate or to direct officers to respond in writing after the meeting.	<b>Chairman</b>	
2. <b>Apologies</b>	To <b>note</b> apologies for absence.	<b>Chairman</b>	
3. <b>Interests</b>	To <b>receive</b> pecuniary or non-pecuniary declarations of interests for agenda items or dispensation requests.	<b>Chairman</b>	
4. <b>Minutes</b>	To <b>approve</b> the <a href="#">minutes</a> of the last meeting.	<b>Chairman</b>	✓
5. <b>Contractual &amp; delegated payments</b>	To <b>approve</b> <a href="#">Payments already made:</a> From: 14 <sup>th</sup> Feb 2024                      To: 5 <sup>th</sup> Mar 2024	<b>Chairman</b>	✓
6. <b>Payments for approval</b>	To <b>note</b> no <a href="#">payments require approval:</a> From: 14 <sup>th</sup> Feb 2024                      To: 5 <sup>th</sup> Mar 2024	<b>Chairman</b>	
7. <b>Bank Reconciliation</b>	To <b>approve</b> the Bank Statements & <a href="#">Bank Reconciliation.</a>	<b>Chairman</b>	✓
8. <b>Cashbook</b>	To <b>approve</b> the <a href="#">Cashbook</a>	<b>Chairman</b>	✓
9. <b>Budget Report</b>	To <b>approve</b> the <a href="#">Budget Report</a>	<b>Chairman</b>	✓
10. <b>Earmarked Reserves</b>	To <b>approve</b> the <a href="#">Earmarked Reserves.</a>	<b>Chairman</b>	✓
11. <b>Policies</b>	To <b>approve</b> the following Policies. a. <a href="#">Financial Risk Assessment</a> b. <a href="#">Risk Management Scheme</a>	<b>Chairman</b>	✓
12. <b>Next Meeting</b>	To <b>note</b> next                      Full Council    = Weds 20 <sup>th</sup> Mar meetings:                      P & R                = Weds 10 <sup>th</sup> Apr	<b>Chairman</b>	
13. <b>Exclusion of Press &amp; Public</b>	To <b>PASS</b> a Resolution in accordance with section 1 of The Public Bodies (Admission to Meetings) Act 1960 to exclude the Members of the Press and Public from the Meeting due to the confidential nature of item 15 and to comply with GDPR.	<b>Chairman</b>	
14. <b>Confidential</b>	To receive a verbal report regarding staffing matters.	<b>Chairman</b>	

Signed: *Gail Foster*, ILCA, CiLCA.      Responsible Financial Officer & Proper Officer, 6<sup>th</sup> Mar 2024.