

**LEEK TOWN COUNCIL**  
**Meeting of the General Purposes Committee to be held Tuesday 24<sup>th</sup> March 2020**  
**AGENDA**

1. **Due to the coronavirus outbreak the meeting will be held remotely and councillors comments and recommendations made by email.**
2. **Minutes of the Meeting** held 18<sup>th</sup> February to be received.
3. **Declarations of Disclosable Pecuniary Interests and Other Interests and consideration for the granting of Dispensations**
4. **Monthly reports/updates:**
  - i) Allotments – To note that sheds on Peggs Field have been broken into recently.
  - ii) Events – To note that due to the coronavirus outbreak, the Mayor’s Civic Ball on 9<sup>th</sup> May, VE Day 75 on 10<sup>th</sup> May and Party in the Park on 14<sup>th</sup> June have been cancelled.
  - iii) Friends of the Nicholson War Memorial – To note that the guided tours for 2020 have been cancelled.
  - iv) Twinning – To note that the visit to Este for the Flower Festival in April has been cancelled.
  - v) Russell Street
  - vi) Climate Change – see attached report.
5. **Finance/Audit**
  - a) **Payment of Accounts** To approve payment of the accounts. See attached.
  - b) To consider the appointment of JDH Business Services Ltd to undertake the internal audit for 2019/20. They are experienced auditors who undertake audits for many councils. Please see attached the quote for £380.00.  
The scope will be similar to the 2018/19 audit, to comply with the Annual Governance and Accountability Return.  
  
To note that due to the coronavirus outbreak, the deadline for the approval of the annual accounts for 2019/20, has been extended until 30<sup>th</sup> September 2020, (previously 30<sup>th</sup> June 2020).
  - c) Grant applications – To consider the following applications:  
  
**North Staffordshire Jesters Scooterfest - £200** – the use of the Trestle Market for Scooterfest  
  
**Leek School of Dance - £200** – towards costumes for the 36 dancers who plan to attend Disneyland Paris in August 2020.  
  
To note that the budget of £1,500 for 2019/20 has been allocated. The budget for 2020/21 is £1,500.
6. **Correspondence**
  - i) To receive the Staffordshire Fire and Rescue Service Safety Plan 2020 -2024  
<https://www.staffordshirefire.gov.uk/media/2567/draft-safety-plan-2020-2024.pdf>
7. **To receive items for information** To report matters for information not on the agenda and to raise items for future agendas