

21st March 2023

To: The Chairman and Members of Budget Advisory Committee

Dear Councillor,

You are summoned to attend the meeting of the
Budget Advisory Committee of Dronfield Town Council to be held on
MONDAY 27th MARCH 2023 at 10.00am
In the Council Chamber, Civic Hall

Yours sincerely

J Mitchell

Joanne Mitchell
Town Clerk

AGENDA

1. **Apologies**

To receive apologies for absence.

2. **Declaration of Interests**

3. **Minutes**

To review and approve the minutes of the Budget Advisory Committee meeting held on 16th January 2023.

4. **Financial Regulations**

To review the council's Financial Regulations.

5. **Petty Cash**

To discuss the processing of cheques for petty cash.

6. **Payments via BACS and Standing Orders**

To review the use of BACS or standing orders in line with the Financial Regulations.

7. **Direct Debits**

To review the list of current direct debits.

8. **Risk Assessment**

To refine the Risk Assessment.

9. **Service Charge**

To discuss the calculation of the service charge for the Cliffe Park café.

10. Cemetery Recharge

To discuss the calculation of the recharge cost for the Cemetery.

11. Stonelow Utility Costs

To discuss the calculation of the utility charges for Stonelow.

12. Banking

To provide an update on the latest with the bank.

13. Asset Register

To discuss the asset register.

14. 2022-2023 Earmarked Reserves

To review what to take from earmarked reserves for financial year-end.

15. 2023-2024 Earmarked Reserves

To review the earmarked reserves for 2023-2024 financial year.

16. Dronfield Market

To review a request from Dronfield Market to donate money to the council.

17. Date of next meeting

To decide on the date of the next meeting.