



Bracknell Town Council

Russell Reeve, Town Clerk

To: Members of the Budget Monitoring Group
Cllrs. P Heydon, D Henfrey, I McCracken, P Hill.
Subs. C Harrison, J McCracken.

Dear Councillor,

You are required to attend a meeting of the Budget Monitoring Working Group which will be held at **6.30pm** in the Council Chamber at Brooke House, High Street, Bracknell RG12 1LL on Tuesday 3rd November 2015.

Yours sincerely

Jackie Burgess

Officer Services Manager

AGENDA

1. To receive apologies
2. **Declarations of Interest** *To declare any personal interest and the nature of that interest in any of the items under consideration at this meeting*
3. To approve as a correct record the notes of the meeting held on 3rd September 2015 (*attached*).
4. To consider any matters arising from the minutes not to be discussed elsewhere.
5. **To consider and discuss the income and expenditure against budget for months 1-7 2015/16.** Report attached.
(If you require any further information on a particular income/expenditure code please let the Office Services Manager know so that the relevant reports can be available on the night).
6. **To consider the report of the EMR 2015/16** (to follow)
7. **Investment Account and Interest received to date.** Report attached
8. **Detailed Income Received and Payments Made from 1st June 2015 to 30th September 2015** - reporting as required by Standing Orders (attached).
9. **Consolidated Bank Reconciliation** – (attached)
10. **Credit Card Report** – (attached)
11. **Sales Ledger Balances – Confidential report** (report will be brought to meeting)

Date and Time of next meeting – 7.30pm on 12th January 2016