



Kesgrave Town Council

Ferguson Way, Kesgrave, Ipswich, IP5 2FZ

Clerk: *Susan Clements*

Telephone: (01473) 625179

Email: enquiry@kesgravetowncouncil.org.uk

Webpage: www.Kesgravetowncouncil.org.uk

Finance and Governance Committee Meeting

Members of the Public and the Press are more than welcome and encouraged to attend

AGENDA

To:

| | |
|-----------------------------|----------------------|
| Councillor A Athwall | Councillor G Lynch |
| Councillor N Beecroft-Smith | Councillor P Mills |
| Councillor D Fairbrother | Councillor R Patten |
| Councillor S Fairbrother | Councillor R Spittle |
| Councillor A Comber | |

Dear Councillors

Notice of Meeting

You are hereby summoned to attend the next meeting of the Finance and Governance Committee which will take place on **Monday, 26th March 2018 at 7.15pm – 8.15pm** in the Council Chamber.

Yours sincerely

Susan Clements
Town Clerk
20th March 2018.

AGENDA

- 1. Welcome and to Receive Apologies for Absence** – Welcome and to receive Apologies for absence.
- 2. Declaration of Interests** – To receive, any interests, (these can be made at any point during the Meeting).
- 3. Minutes of the last Meeting** held on the 8th January 2017– to receive, consider and agree.
- 4. Clerks/Officer Report/Update** – To note any matters arising and updates following on from the last Meeting, not dealt with under any other agenda item.
- 5. Members of the Public** – To welcome members of the public who may wish to speak or ask any questions.
- 6. Letter from Two Members of the Public & Chairman of Spark (Sport and Recreation in Kesgrave)** – to receive, consider and agree further. (Copy Attached).



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7. **Grants** – To receive and consider any applications received, including from All Saints Church, Kesgrave for the Holiday at Home Senior Citizens Project. (Written request to follow).
8. **Bank Reconciliation** – to review and approve.
9. **GDPR (General Data Protection Regulation May 2018)** – to receive, consider and agree any updates for recommendation to the full Town Council. (Details attached).
10. **Business Plan 2018-2021** – to receive, consider and make recommendations for approval to the full Town Council. (Copy attached).
11. **Community Engagement Strategy 2018-2019** – to receive, consider and make recommendations for approval to the full Town Council. (Copy attached).
12. **Equality and Diversity Policy** – to receive, consider and make recommendations for approval by the full Town Council. (Copy attached).
13. **Investment Policy Strategy 2018** – to receive, consider and make recommendations to the full Town Council. (Copy attached).
14. **Treasury Deposit** – to approve the opening of Treasury Deposit and agree transfer of £100k from Business Savings account to Treasury Deposit account for a fixed term of 12 months.
15. **Finance and Governance Committee Terms of Reference** – to receive, consider and agree, in readiness for recommending to the Annual Town Council Meeting on the 14th May 2018.
16. **Town Council, Committee & Sub-Committee Meetings Schedule 2018-2019** - to receive, consider and recommend, in readiness for the Annual Town Council Meeting on the 14th May 2018. (Copy attached).
17. **ciLCA** – to receive an update.
18. **Local Council Award Scheme – Foundation, Quality and Quality Gold** – to consider and agree to applying for the Foundation Award, including the £50 fee payable. (Details attached).
19. **Town Council's Website** – to receive an update and consider any details.
20. **Items of Sufficient Urgency and Importance**
21. **Date of Next Meeting** – The next Meeting is on Monday 21st May at 7.15pm in the Council Chamber of the Town Council Offices.
22. **Agenda Items for Next Meeting** – To consider any matters that members would like to discuss at the next Meeting.
23. **Resolution to exclude the Public and the Press** – The Public Bodies (Admission to Meetings) Act 1960 – The Committee is asked to consider and agree to exclude the Public and the Press, since publicity would legally prejudice commercial sensitivity and confidentially.
24. **Town Council's Market** – The Committee is asked to receive, consider and agree the next steps for the finance and governance matters of the Council's Market, including the formal three-monthly review as stated in the current contract.