



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 Spittle |
| Councillor S Fairbrother | |
| Councillor A Comber | |

Dear Councillors

Notice of Meeting

You are summoned to attend the next meeting of the Finance and Governance Committee which will take place on **Monday, 30th July 2018 at 7.15pm** in the Council Chamber.

Yours sincerely

Susan Clements
Town Clerk
23rd July 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 14th May 2018 – to receive, consider and agree. (Minutes attached).
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.



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6. **Grants** – To receive and consider any applications received, including Suffolk Accident and Rescue Service. (Details attached).
7. **Bank Reconciliation** – to review and approve.
8. **Internal Controls** – to receive any verbal update from Councillor S Fairbrother.
9. **Training and Development** – to review. (Last review on the 21st May 2018).
10. **Proposed Meeting - Residents Views on Town Council Expenditure** – to consider and agree the request from the Chairman of this Committee.
11. **GDPR 2018 – Councillors** – to receive a general update and to consider and make recommendations regarding legal compliance in relation to Town Councillors.
12. **KTC office printer** – to consider and agree the purchase of a new printer. (quote attached).
13. **Budget** – to consider and agree the timeline, including budget bids from Committees.
14. **Mayor, Deputy Mayor & Civic Office** – to consider and make recommendations to the full Council.
15. **Chairs of Committee** – to consider and agree regular Meetings with Chairs of Committees.
16. **Items of Sufficient Urgency and Importance**
17. **Date of Next Meeting** – The next Meeting is on Monday 17th September at 7.15pm in the Council Chamber of the Town Council Offices.
18. **Agenda Items for Next Meeting** – To consider any matters that members would like to discuss at the next Meeting.
19. **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.
20. **Staff Additional Hours/TOIL (Time off in Lieu)** – The Committee will be asked to consider, receive and agree any updates.