



# *Kesgrave Town Council*

Ferguson Way, Kesgrave, Ipswich, IP5 2FZ

Telephone: (01473) 625179

Email: [enquiry@kesgravetowncouncil.org.uk](mailto:enquiry@kesgravetowncouncil.org.uk)

Webpage: [www.Kesgravetowncouncil.org.uk](http://www.Kesgravetowncouncil.org.uk)

## **Finance and Governance Committee Meeting**

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, 7 January 2019 at 7.15pm** in the Council Chamber.

Yours sincerely

*J. Abbott*

Joanna Abbott  
Service Development Administrator  
2 January 2019



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## AGENDA

1. **Welcome and 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 12 November 2018 – to receive, consider and agree. (Copy 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.
6. **Bank Reconciliation** – to review and approve (copies attached).
7. **Draft 2019/20 Budget** – to receive, consider and agree.
8. **GDPR** – to receive and consider any further requirements.
9. **PCSO Draft SLA 1 April 2019 – 31 March 2021** – to receive, consider and agree.
10. **Other/Urgent Communications** – to receive and consider any other matters of sufficient urgency and importance that the Chairman will allow for discussion. (To be notified to the office by 12 noon on the day of the meeting).
11. **Date of Next Meeting** – the next meeting is on Monday 4 March 2019 at 7.15pm in the Council Chamber of the Town Council offices.
12. **Agenda Items for Next Meeting** – to consider any matters that members would like to discuss at the next meeting.
  
13. **Resolution to exclude the Public under the Public Bodies (Admission to Meetings) Act 1960** – to consider and agree.
14. **Confidential Minutes of the last Meeting** held on 12 November 2018 – to receive, consider and agree. (Copy attached).
15. **Youth Club** - to consider and agree.
16. **Staffing Matters** –
  - a. **Caretaker Salaries** – to consider and agree.
  - b. **Annual Leave** – to consider and agree.