



Kesgrave Town Council

Ferguson Way, Kesgrave, Ipswich, IP5 2FZ

Phone: (01473) 625179

Email: enquiry@kesgravetowncouncil.org.uk

Website: www.kesgravetowncouncil.org.uk

Finance and Governance Committee Meeting

To:

- Cllr K Archer
- Cllr A Athwall
- Cllr N Beecroft-Smith
- Cllr A Comber
- Cllr D Fairbrother
- Cllr G Lynch
- Cllr J Ogden

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 11 November 2019 at 7.15pm** in the Council Chamber.

Yours sincerely

J. Abbott

Joanna Abbott
Town Clerk
6 November 2019



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AGENDA

1. **Welcome and Apologies for Absence** – welcome and to receive and accept 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 2 September 2019 – 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. **Receipts and Payments** – to review and approve (copies attached).
8. **Bank Signatories** – to receive any update.
9. **Card Reader** – to receive an update.
10. **KTC Policies** – to receive an update.
11. **Grant Request** – to receive and consider a request from Suffolk Accident Rescue Service (SARS) (papers attached).
12. **Eco Working Party** – to receive an update from their meeting on 5 November (information to follow).
13. **Draft 2020/21 Budget** – to review, consider and agree (paper attached).
14. **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).
15. **Date of Next Meeting** – Monday 13 January 2020 at 7.15pm in the Council Chamber of the Town Council offices.
16. **Agenda Items for Next Meeting** – to consider any matters that members would like to discuss at the next meeting.
17. **Resolution to exclude the Public under the Public Bodies (Admission to Meetings) Act 1960** – to consider and agree.
18. **Confidential Minutes of the last Meeting** held on 2 September 2019 – to receive, consider and agree. (Copy attached).
19. **Office Security** – to receive an update.
20. **Staffing Matters** –
 - a. KTC Staff Restructure – to receive any update.
 - b. Youth Club – to receive an update.