



Kesgrave Town Council

Clerk: Mrs Joanna Abbott

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Finance and Governance Committee Meeting

To: Cllr A Athwall
Cllr N Beecroft-Smith
Cllr A Comber
Cllr R Gibson
Cllr G Lynch
Cllr J Ogden

Copy to: All Town Councillors

Dear Councillors

Notice of Meeting

You are summoned to the next meeting of the Finance and Governance Committee which will take place on Monday 9 January 2023 at 7.15pm in the Council Chamber, Town Council Office.

Yours sincerely

J. Abbott

Joanna Abbott
Town Clerk
3 January 2023

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 21 November 2022 – 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 30 November 2022** – to review and approve (copy attached).
7. **Receipts and Payments for November 2022** – to review and approve (copies attached).
8. **Detailed Income and Expenditure to 30 November 2022** – to receive and review (copies attached).
9. **Trial Balance for November 2022** – for review (copy attached).
10. **Grant Requests** – to review and consider the following:
 - a. Citizens Advice Bureau (copy attached).
11. **End of Year Income & Expenditure Forecast for 2022/23** - to consider and discuss (paper attached).
12. **Version 4 - Draft Budget 2023/24** – to consider and discuss (paper attached).
13. **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).
14. **Date of Next Meeting** – Monday 6 March 2023 at 7.15pm, Council Chamber, Town Council office.
15. **Agenda Items for Next Meeting** – to consider any matters that members would like to discuss at the next meeting.