



Kesgrave Town Council

Clerk: Mrs Joanna Abbott

Ferguson Way, Kesgrave, Suffolk IP5 2FZ

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Finance and Governance Committee Meeting

To: 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 13 November 2023 at 7.15pm in the Council Chamber, Town Council Office.

Yours sincerely

J. Abbott

Joanna Abbott
Town Clerk
8 November 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 2 October 2023 – 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 for September 2023** – to review and approve (copy attached).
7. **Receipts and Payments for September 2023** – to review and approve (copies attached).
8. **Detailed Income and Expenditure as of 30 September 2023** – to receive and review (copies attached).
9. **Trial Balance for September 2023** – for review (copy attached).
10. **SEG Payments for the KTC Office** – for information only.
11. **Saving Accounts and Short-term Investments with Cash Flow Report** - to review and approve (copies attached).
12. **Version 3 Draft Budget 2024/25** – to review any further requests for consideration and approve updates (details attached).
13. **Grant Request:**
 - a. **Citizens Advice East Suffolk (CAES)** – to review and consider (grant application attached).
 - b. **Kesgrave Friendship Group** – to review and consider (grant application letter 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 8 January 2024 at 7.15pm in the Council Chamber, Town Council Offices.
16. **Agenda Items for Next Meeting** – to consider any matters that members would like to discuss at the next meeting.