



Kesgrave Town Council

Clerk: Mrs Joanna Abbott

Ferguson Way, Kesgrave, Suffolk IP5 2FZ

Tel: 01473 625179 Email: enquiry@kesgravetowncouncil.org.uk

Finance and Governance Committee Meeting

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

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 11 November 2024 at 7.15pm in the Council Chamber, Town Council Office.

Yours sincerely

J. Abbott

Joanna Abbott
Town Clerk
5 November 2024

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 14 October 2024 – 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. **Flagstone Deposit Account** – to review account and possible transfer of funds to instant access accounts (statement attached).
7. **KTC Grant Approval Policy and Procedure** – to review and consider amendments (paper attached).
8. **Grant Requests** –
 - a. Footsteps - Walking with You (application form attached).
 - b. Just 42 (application form attached).
 - c. Citizens Advise Bureau (CAB) Ipswich.
9. **Earmarked Reserves** – to review and agree (paper attached).
10. **Version 1 Draft Budget 2025/26** – to review and approve updates (details attached).
11. **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).
12. **Date of Next Meeting** – Monday 13 January 2025 at 7.15pm in the Council Chamber, Town Council Offices.
13. **Agenda Items for Next Meeting** – to consider any matters that members would like to discuss at the next meeting.

14. **Resolution to exclude the Public under the Public Bodies (Admission to Meetings) Act 1960** – to consider and agree.

15. **Confidential Minutes of the last Meeting** held on 14 October 2024 – to receive, consider and agree (copy attached).
16. **Staffing Matters** –
 - a. NJC Salary Scales 2024/25 – to receive and agree.
 - b. Employment Law Update - Duty to Prevent Sexual Harassment of Employees – to note.