



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: All members of the Finance and Governance Committee

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 October 2025 at 7.15pm in the Council Chamber, Town Council Office.

Yours sincerely

J. Abbott

Joanna Abbott

Town Clerk

8 October 2025

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 15 September 2025 – 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 2025** – to review and approve (copy attached).
7. **Receipts and Payments for September 2025** – to review and approve (copies attached).
8. **Detailed Income and Expenditure to 30 September 2025** – to receive and review (copies attached).
9. **KTC Grant Policy** – to receive and agree (paper attached).
10. **KTC Training and Development Policy, Record Log and Budget Requirements** – to review, consider and agree (papers attached).
11. **Kesgrave Town Award Recognition Scheme** – to receive and consider (paper attached).
12. **KTC Budget 2026/27** – to review and discuss.
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 10 November 2025 at 7.15pm in the Council Chamber, Town Council Offices.
15. **Agenda Items for Next Meeting** – to consider any matters that members would like to discuss at the next meeting.