



Kesgrave Town Council

Ferguson Way, Kesgrave, Ipswich, IP5 2FZ
Clerk: *Susan Clements*

Telephone: (01473) 625179
Email: enquiry@kesgravetowncouncil.org.uk
Webpage: www.Kesgravetowncouncil.org.uk

Finance and Governance Committee Meeting

Members of the Public and the Press are more than welcome and encouraged to attend

AGENDA

To:	Councillor A Athwall	Councillor G Lynch
	Councillor N Beecroft-Smith	Councillor P Mills
	Councillor D Fairbrother	Councillor R Spittle
	Councillor S Fairbrother	
	Councillor A Comber	

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, 30th July 2018 at 7.15pm in the Council Chamber.

Yours sincerely

Susan Clements
Town Clerk
23rd July 2018.

AGENDA

1. **Welcome and to Receive Apologies for Absence** – Welcome and to receive 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 14th May 2018 – to receive, consider and agree. (Minutes 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.



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6. **Grants** – To receive and consider any applications received, including Suffolk Accident and Rescue Service. (Details attached).
7. **Bank Reconciliation** – to review and approve.
8. **Internal Controls** – to receive any verbal update from Councillor S Fairbrother.
9. **Training and Development** – to review. (Last review on the 21st May 2018).
10. **Proposed Meeting - Residents Views on Town Council Expenditure** – to consider and agree the request from the Chairman of this Committee.
11. **GDPR 2018 – Councillors** – to receive a general update and to consider and make recommendations regarding legal compliance in relation to Town Councillors.
12. **KTC office printer** – to consider and agree the purchase of a new printer. (quote attached).
13. **Budget** – to consider and agree the timeline, including budget bids from Committees.
14. **Mayor, Deputy Mayor & Civic Office** – to consider and make recommendations to the full Council.
15. **Chairs of Committee** – to consider and agree regular Meetings with Chairs of Committees.
16. **Items of Sufficient Urgency and Importance**
17. **Date of Next Meeting** – The next Meeting is on Monday 17th September at 7.15pm in the Council Chamber of the Town Council Offices.
18. **Agenda Items for Next Meeting** – To consider any matters that members would like to discuss at the next Meeting.
19. **Resolution to exclude the Public and the Press** – The Public Bodies (Admission to Meetings) Act 1960 – The Committee is asked to consider and agree to exclude the Public and the Press, since publicity would legally prejudice commercial sensitivity and confidentiality.
20. **Staff Additional Hours/TOIL (Time off in Lieu)** – The Committee will be asked to consider, receive and agree any updates.