



# Kesgrave Town Council

**Clerk: Mrs Joanna Abbott**

**Ferguson Way, Kesgrave, Suffolk IP5 2FZ**

**Tel: 01473 625179 Email: [enquiry@kesgravetowncouncil.org.uk](mailto:enquiry@kesgravetowncouncil.org.uk)**

---

## Finance and Governance Committee Meeting

To: Cllr K Archer  
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 4 October 2021 at 7.15pm in the Council Chamber, Town Council Office.

Yours sincerely

*J Abbott*

Joanna Abbott  
Town Clerk  
29 September 2021

---

## 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 6 September 2021 – 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 review and approve (copies attached).
7. **Receipts and Payments** – to review and approve (copies attached).
8. **Detailed Income and Expenditure to 31 August 2021** – to receive and review (copies attached).
9. **Trial Balance for August 2021** – for review (copy attached).
10. **Fuel Card for KTC Van** – to consider and agree.
11. **2022/23 Draft Budget (version 2: presented at Full Council 27 Sep 21)** – to consider and discuss.
12. **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).
13. **Date of Next Meeting** – Monday 15 November 2021 at 7.15pm, Council Chamber, Town Council office.
14. **Agenda Items for Next Meeting** – to consider any matters that members would like to discuss at the next meeting.
15. **Resolution to exclude the Public under the Public Bodies (Admission to Meetings) Act 1960** – to consider and agree.
16. **Confidential Minutes of the last Meeting** held on 6 September 2021 – to receive, consider and agree.
17. **Staffing Matters** –
  - a. Estate Operative, additional post - to receive and consider.