



HALESWORTH TOWN COUNCIL

FINANCE & PERSONNEL COMMITTEE MEETING

MONDAY 21st JANUARY 2019 at 6.30pm

HELD IN THE DAY CENTRE
LONDON ROAD, HALESWORTH

To members of the Finance & Personnel Committee: You are hereby summoned to attend a Finance Committee meeting in the DAY CENTRE ROOM at the above address.

Yours faithfully

A handwritten signature in black ink, appearing to read 'N.J. Rees'.

N.J.Rees
Town Clerk

AGENDA

- 1) **Apologies.**
- 2) **Declarations of Interest:** To receive declarations for pecuniary & non-pecuniary interests.
- 3) **Minutes:** To approve the report of the Finance & Personnel Committee meeting held on the 17th December, 2018
- 4) **Matters arising from the minutes.**
- 5) **Finances:** To receive the monthly report of expenditure against the budget.
- 6) **Grants and Donations:** To consider the following grant applications and requests for donations:
 - a. Ink Festival:
 - b. Youth summer activities donation:
- 7) **Free Parking:** To consider any updates.
- 8) **Budget & Precept:** To consider if there are any amendments to the Committee's recommendations.
- 9) **Documents for approval:**
 - a. Financial Regulations
 - b. Asset Register
 - c. Risk Assessment
- 10) **Maintenance:** To consider any maintenance costs:
 - a. Grit Bin for Barons Close
- 11) **Correspondence:**
- 12) **News Items:** To consider any items for the website/newsletters.
- 13) **Accounts for Payment:** To consider the list of accounts for payment.

The following item will be held *in camera*

- 14) **Staff Matters:** To review the staff appraisals held on the 18th January 2019 and to consider any recommendations to the full council.