



HALESWORTH TOWN COUNCIL

FINANCE & PERSONNEL COMMITTEE MEETING

MONDAY 18th MARCH 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

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 18th February, 2019
- 4) **Matters arising from the minutes.**
- 5) **Finances:** To receive the monthly report of expenditure against the budget.
- 6) **Audit 2019/2020:**
 - a. To appoint the internal auditor
 - b. Review of internal controls
- 7) **Grants and Donations:** To consider the following grant applications and requests for donations:
 - a. Day of Dance
 - b. HACT
 - c. Halesworth Volunteer Centre
 - d. Friends of Halesworth County Library
 - e. Nominated Charity requests; Firefighters, Fresh Start
- 8) **Free Parking:** To consider contributions and confirmation of the offer from WDC.
- 9) **Station Building:** To consider the request for a meeting with the Museum to discuss the future use of the vacant office and advice on rent, repairs, etc.
- 10) **Maintenance:** To consider any maintenance costs:
 - a. Noticeboard options
 - b. Mower repairs – Saxon Allotments
- 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.
- 14) **Staff Matters:** Pensions & salary reviews