



# HALESWORTH TOWN COUNCIL

## FINANCE & PERSONNEL COMMITTEE MEETING MONDAY 15<sup>th</sup> APRIL 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 18<sup>th</sup> March, 2019
- 4) Matters arising from the minutes.
- 5) Finances:
  - a. To receive the end of year report of expenditure against the budget.
  - b. To review the current reserves
  - c. To consider the transfer of any unspent funds from last year's budget
- 6) Audit 2019/2020:
  - a. To consider the draft submission
  - b. Review of internal controls
- 7) Grants and Donations: To consider the following grant applications and requests for donations:
  - a. Halesworth Events Management
  - b. HOPE (Holton Playground Enhancement)
  - c. Halesworth Twinning Association
  - d. Halesworth Heritage Open Days
- 8) Free Parking: Contributions letters
- 9) Hustings: To consider any costs.
- 10) Maintenance: To consider any maintenance costs:
  - a. Town Sign
  - b. Bench & Bin (Old Station Road Play Area)

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: Local Government Pension Scheme & payroll services