



HALESWORTH TOWN COUNCIL

FINANCE & PERSONNEL COMMITTEE MEETING

MONDAY 29th January, 2018 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) **To appoint a Vice Chair**
- 2) **Apologies.**
- 3) **Declarations of Interest:** To receive declarations for pecuniary and non-pecuniary interests.
- 4) **Minutes:** To approve the report of the Finance & Personnel Committee meeting held on the 18th December, 2017
- 5) **Matters arising from the minutes.**
- 6) **London Rd Building:** To consider any updates.
- 7) **Finances:** To review a report on the current financial position and to consider any related financial matters.
- 8) **Grant Applications:** To consider the following applications:-
 - a. Waveney Food Bank £300
 - b. Blayze'ing Star £500 - £1,000
 - c. Ink Festival £1,000
 - d. Halesworth in Bloom £3,800
 - e. Halesworth Volunteer Centre £2,500
 - f. Friends of Halesworth County Library TBC £4,000
 - g. Suffolk Neighbourhood Watch £50
 - h. Halesworth & District Museum £2,000
- 9) **Approval of Statutory documents:** Financial Regulations, Asset Register & Risk Assessment.
- 10) **General Data Protection Regulations:** To consider the appointment of a Data Protection Officer and to consider any associated costs.
- 11) **Station building:** To receive any updates and to consider the costs for relocating the display cabinet.
- 12) **Free Parking:** To consider the costs of the free parking for the period April 2018 – March 2019.

- 13) **Maintenance:** To consider any maintenance costs:
- 14) **Youth Working:** To consider the costs for youth support services
- 15) **Accounts for Payment:** To consider the list of accounts for payment
- 16) **Staff Matters:** To consider the Salary reviews and any recommendations for the Annual pay review. This item will be held *in camera*.