



HALESWORTH TOWN COUNCIL

FINANCE & PERSONNEL COMMITTEE MEETING

MONDAY 19th November, 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

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 15th October, 2018
- 4) **Matters arising from the minutes.**
- 5) **Staff Matters:** Secretarial hours for the Neighbourhood Plan
- 6) **Finances:** To receive the monthly report of expenditure against the budget.
- 7) **Budget:** To receive the suggested figures and to consider the budget for 2018/19
- 8) **Bungay High School Awards:** Donation for Creative Writing and A Level Product Design.
- 9) **Maintenance:** To consider any maintenance costs:
 - a. Town Sign
 - b. Notice Board
- 10) **Correspondence:**
- 11) **News Items:** To consider any items for the website/newsletters.
- 12) **Accounts for Payment:** To consider the list of accounts for payment.