



# HALESWORTH TOWN COUNCIL

## FINANCE & GOVERNANCE COMMITTEE

To members of the Finance & Personnel Committee: You are hereby summoned to attend a meeting on **24<sup>th</sup> January 2022 at 6.30pm in the DAY CENTRE**

As the space for the public is still very limited (ten maximum) the meeting will also be hosted via ZOOM, members of the public and the Press are welcome to attend the meeting virtually by contacting the Clerk for the login details; email [clerk@halesworthtowncouncil.org.uk](mailto:clerk@halesworthtowncouncil.org.uk).

Yours faithfully

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

N.J.Rees  
Town Clerk

### **AGENDA**

- 1) **Apologies.**
- 2) **To elect a Vice Chair**
- 3) **Declarations of Interest:** To receive declarations for pecuniary & non-pecuniary interests.
- 4) **Minutes:** To approve the report of the Finance & Personnel Committee meeting held on Monday 15<sup>th</sup> November, 2021
- 5) **Matters arising from the minutes.**
- 6) **Transfer of assets** - Update
- 7) **Finances:**
  - a. To receive the monthly report of expenditure against the budget
  - b. CIL Report
  - c. Reserves Report
- 8) **Budget/Precept 2022 – 2023:** To consider any proposals for the February monthly meeting
- 9) **Grant Applications:**
  - a. Halesworth & District Museum - £3,000
  - b. Ink Festival - £2,000
  - c. Youth Survey - £1,000
  - d. HCSL - £2,000
- 10) **Reserves Policy:** To review the draft Reserves Policy as recommended by the Internal Auditor
- 11) **Maintenance:** Request for a dog bin at Dairy Hill
- 12) **Correspondence:** Request for no idling posters in the Market Place (£72)

- 13) **News Items:** To consider any items for the website/newsletters.
- 14) **Accounts for Payment:** To consider the list of accounts for payment.
- 15) **Staff Matters:** Annual staff review – to be held *in camera*