



HALESWORTH TOWN COUNCIL

FINANCE & GOVERNANCE COMMITTEE

To members of the Finance & Personnel Committee: You are hereby summoned to attend a meeting on **Monday 16th January, 2023 at 6.30pm in the DAY CENTRE**

Members of the public and the Press may attend the meeting.

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 Monday 19th December, 2022
- 4) **Matters arising from the minutes.**
- 5) **Finances:**
 - a. To receive the report of expenditure against the budget
 - b. CIL report
 - c. Reserves report
- 6) **Grant Applications:**
 - a. Ink Festival
 - b. HVC
- 7) **CIL Allocation (Committees):** To review long term commitments
- 8) **Maintenance:** Oak Way Grit Bin - £231.00. London Rd plants/planters
- 9) **Correspondence:**
- 10) **News Items:** To consider any items for the website/newsletters.
- 11) **Accounts for Payment:** To consider the list of accounts for payment.
- 12) **Staff Matters:**
 - a. **Staff reviews:** To consider the recommendations from the Personnel Working Group
 - b. **To consider the following Job Descriptions:** Maintenance person and Part-time Clerk.