

Sawbridgeworth Town Council

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MAYOR
Cllr Mrs Angela Alder

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TOWN CLERK
Richard Bowran BSc.(Hons) MILCM

To: Cllrs Alder, Buckmaster, Filler, Hodges, Mitchell and Wincott

FINANCE AND POLICY COMMITTEE

You are summoned to a meeting of this committee of the Council which will take place on **Monday 30 September 2013** following the meeting of the Planning Committee, at around 9.00pm, at 49-51 Bell Street, Sawbridgeworth for the transaction of the following business.

Handwritten signature of Richard Bowran in black ink.

Town Clerk
24 September 2013

AGENDA

- F 13/10 APOLOGIES FOR ABSENCE**
To receive any apologies for absence
- F 13/11 DECLARATIONS OF INTEREST**
To receive any Declarations of Interest by Members
- F 13/12 MINUTES**
To approve as a correct record the minutes of the Finance and Policy Committee held on 10 June 2013 (F01)
- [📄] [👉]
- To attend to any matters arising from these Minutes and not dealt with elsewhere on this Agenda.
- F 13/13 STAFF MATTERS**
To consider any matters relating to members of staff.
- Administration Officers. Some members of administrative staff have accrued significant amounts of leave entitlement which it is not practical to exhaust by the end of the holiday year in March 2014. It is proposed to buy out some excess entitlement.
- [📄] [👉]
- F 13/14 FINANCE MATTERS**
To consider any matters relating to the financial arrangements of the Council
- To advise members of council of investments made in 2013/14
 - To consider future banking arrangements as a consequence of Lloyds Bank in Sawbridgeworth ceasing to handle business accounts.
 - To consider renewal of insurance cover with WPS Brokers for a new three year term.

F 13/15 MEMORIAL HALL PROJECT

To review the progress and financial report from the Trustees of the Memorial Hall relating to the refurbishment project.

To renew the delegated authority for the Clerk to sanction further expenditure on the project

F 13/16 POLICY MATTERS

To consider any matters relating to Policy for the future development of Town Council services to the community.