

Sawbridgeworth Town Council



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MAYOR
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TOWN CLERK
Richard Bowran BSc.(Hons) PLSCC

To: Cllrs Alder, E Buckmaster, R Buckmaster, Berendt Furnace, Richards and Royle

FINANCE AND POLICY COMMITTEE

You are invited to a meeting of this committee of the Council which will take place on **Monday 09 September 2019**, at about 8.30pm, after the meeting of the Economic Development and STAP committee, at Sayesbury Manor, Bell Street, Sawbridgeworth for the transaction of the following business.

Town Clerk
03 September 2019

Agenda

- F 19/16 APOLOGIES FOR ABSENCE**
To receive any apologies for absence
- F 19/17 DECLARATIONS OF INTEREST**
To receive any Declarations of Interest by Members
- F 19/18 MINUTES**
To approve as a correct record the minutes of the Finance and Policy Committee held on 15 July 2019 (F01A) *[Appendix A]*
- To attend to any matters arising from these Minutes and not dealt with elsewhere on this Agenda.
- F 19/19 STAFF MATTERS**
To consider any matters relating to members of staff.
- To report on the absence due to long term sickness of a member of staff
- F 19/20 FINANCE MATTERS**
To consider any matters relating to the finances of the Council
- Oakridge insurance claim – to update Members on the insurance claim following the fire at Oakridge Nursery *[Appendix B]*
 - Insurance renewal – to advise Members of the invitation to renew the council's general insurance policy, due for renewal on 01 October 2019. *[Appendix C]*
 - Bell Street Conveniences – to update members on the financial implications of the Bell Street convenience project *[Appendix D]*

- Management Accounts – to present and approve management accounts for the five months period to 31 August 2019 [Appendix E]

[📄] [👤]

- To seek initial assumptions for the Budget for 2020-21 [Appendix F]

[📄]

F 19/21 POLICY MATTERS

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

[📄]

- Constitution – to seek priorities for the preparation of future policies to be added to the council’s constitution. [Appendix G]

[📄] [👤]

- Financial Regulations – to consider the new model Financial Regulations prepared by NALC and whether to recommend them as amended for adoption by the council. [Appendix H]

[📄] [👤]

- Cemetery Eco-Toilet – to make a proposal to install an eco-toilet at the Town Council cemetery at Three Mile Pond [Appendix I]

[📄] [👤]

- CCTV Extension – to make a proposal to upgrade the technology platform and extend the coverage of the town’s CCTV system. [Appendix J]

F 19/22 COMMUNICATION MATTERS

To consider any matters relating to council communications including the establishment of a “Communications Workshop”

[📄]

- To consider the implications of new regulations called ‘The Public Sector Bodies (Websites and Mobile Applications) (No.2) Accessibility Regulations 2018’ [Appendix K]

F 19/23 ITEMS FOR FUTURE AGENDAS

To consider items for inclusion in future agendas