

# Sawbridgeworth Town Council



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**MAYOR**  
Cllr Ruth Buckmaster  
**TOWN CLERK**  
Christopher Hunt CILCA

To: Cllrs E Buckmaster, R Buckmaster, N Parsad-Wyatt, G Rattey, R Smith, S Smith

## **FINANCE, POLICY & ECONOMIC DEVELOPMENT COMMITTEE**

You are invited to a meeting of this committee of the Council which will take place on **Monday 12<sup>th</sup> June 2023** at **20:00** at Sayesbury Manor, Bell Street, Sawbridgeworth for the transaction of the following business.

Town Clerk  
5th June 2023

## **Agenda**

- F 23/01 ELECTION OF CHAIRMAN**  
[👏] To elect a Chairman of the Committee for the year 2023/24.
- F 23/02 ELECTION OF VICE CHAIRMAN**  
[👏] To elect a Vice Chairman of the Committee for the year 2023/24.
- F 23/03 APOLOGIES FOR ABSENCE**  
To receive any apologies for absence
- F 23/04 DECLARATIONS OF INTEREST**  
To receive any Declarations of Interest by Members
- F 23/05 MINUTES**  
[📄][👏] To approve as a correct record the minutes of the Finance and Policy Committee held on 17th April 2023 (F04) *[Attached]*  
To attend to any matters arising from these Minutes and not dealt with elsewhere on this Agenda.
- F 23/06 STAFF MATTERS**  
[📄] To consider any matters relating to members of staff, Clerks report refers. *[Attached]*

**F 23/07 FINANCE MATTERS**

To consider any matters relating to the finances and year end arrangements of the Council

- To advise members of arrangements following the visit of the Internal Auditor.
- To advise members of the arrangements for External Audit by PKF Littlejohn.
- To advise members of the draft Annual Return for 2022/23 and recommend adoption by council.

*[To be presented at the meeting by the Clerk as being updated this week].*

**F 23/08 JUBILEE GARDENS WORKING PARTY**

To receive an update on the current position of the project,  
*Cllr R Buckmaster, the Clerk*

**F 23/09 ECONOMIC DEVELOPMENT**

To discuss proposals for promoting economic development in the town:

- Local business working in partnership events

**F 23/10 COUNCILLOR ENGAGEMENT**

To discuss ideas moving into the new election period.

**F 23/11 FUNDING OPPORTUNITIES**

For all members of the committee to explore funding opportunities.

**F 23/12 ITEMS FOR FUTURE AGENDAS**

To consider any items for inclusion on future agendas.

Members of the public and press are cordially invited to attend meetings of the council and its committees