



Dear Councillor

February 2019

You are summoned to a meeting of Finance & Management Committee to be held at the **Town Council Offices**, Taylors Lane, Rugeley at **7.30pm on Wednesday 20th February 2019**. Please notify this office if you are unable to attend.

Yours sincerely

Hilary Goodreid
Town Clerk

Councillors:	Mrs P. Ansell	Mrs A. Cooney	R. Dipple
	D. Gaye	G. Grant	I. Hodgson
	D. Lucas	Mrs C. Panter-Hood	N. Stanley

AGENDA

100. Apologies

101. Declarations of Interest

102. Minutes and Matters Arising

To approve the Draft Minutes of the meeting held on Wednesday 16 January 2019 as a true and correct record. **Appendix**

103. Payments

Payments to 19th February 2019 are to be considered.

104. Income and Expenditure Report and Bank Reconciliation

Cllrs to receive the detailed income and expenditure reports for December 2018 and the Bank Reconciliation for December 2018.

105. Virements

Cllrs to consider any virements which may be required.

106. Staffing and Support

To consider expenses associated with RBS financial support in order to complete the income and expenditure sheets for January – March 2019. Cllrs to consider expenses associated with staffing support in the Town Council office.

107. Exclusion of the Public

The public were excluded because of the likely disclosure of exempt information as defined in Public Bodies (Admissions to Meetings) Act 1960 Section 2.

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108. Staffing Matters: Cllrs to receive an update on –

- staff absences (if any);
- accident book report (if any)





- staff issues (if any).

109. Date of Next meeting
Wednesday 20th March 2019.

