



Dear Councillor

March 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 March 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

109. Apologies

110. Declarations of Interest

111. Minutes and Matters Arising

To approve the Draft Minutes of the meeting held on Wednesday 20th February 2019 as a true and correct record. **(Attached)**

112. Review of Financial Regulations

Cllrs to set up a working party to look at the current Financial Regulations and Statement of Internal Control

113. Payments

Payments to 19th March 2019 are to be considered.

114. Income and Expenditure Report and Bank Reconciliations

Cllrs to receive the detailed income and expenditure reports for January (enclosed) and February 2019 and the Bank Reconciliation for January (enclosed) and February 2019.

115. Virements

Cllrs to consider any virements which may be required.

116. Valuation Survey of the Theatre and Town Council

Cllrs to consider the fees associated with an updated insurance valuation of the above buildings.

117. Staffing Structure of the Town Council and Rose Theatre

Cllrs to receive a report on a suggested new structure for the town council and the theatre following recent staff changes. **(Attached)**





118. 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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119. Staffing Matters: Cllrs to receive an update on –

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

120. Consideration of further actions to be taken following the extraordinary council meeting of 26th February 2019.

121. Date of Next meeting
Wednesday 24th April 2019.

