



Dear Councillor

April 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 24th April 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

- 1. Apologies**
- 2. Declarations of Interest**
- 3. Minutes and Matters Arising**
To approve the Draft Minutes of the meeting held on Wednesday 20th March 2019 as a true and correct record. **(Attached)**
- 3. Review of Financial Regulations**
Cllr Working Party to report back on the current Financial Regulations and Statement of Internal Control and receive update on banking controls.
- 4. Payments**
Payments to 24th April 2019 are to be considered.
- 5. Income and Expenditure Report and Bank Reconciliations**
Cllrs to receive the detailed income and expenditure reports for March 2019 (enclosed) and the Bank Reconciliation for March 2019 (enclosed).
- 6. Payroll**
Cllrs to consider the attached report on outsourcing payroll.
- 7. 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.

CONFIDENTIAL

- 8. Staffing Matters:** Cllrs to receive an update on –
 - staff absences (if any);
 - accident book report (if any)
 - staff issues (if any).
- 9. Date of Next meeting**
Wednesday 22nd May 2019.

