



May 2021

Public and Press are invited to a meeting of **Finance & Management Committee** to be held **at the Town Council offices at 8.00pm on Wednesday 26th May 2021**. Please notify this office if you are unable to attend.

Hilary Goodreid.

Hilary Goodreid
Town Clerk

AGENDA

- 14. Election of Chair and Vice Chair**
Cllrs to elect the Chair and Vice Chair that will site for 2021/2022
- 15. Apologies**
- 16. Declarations of Interest**
- 17. Chair to close meeting for public session.**
Members of the public are invited to address the meeting on any issue over which it has a power. Members of the public wishing to speak must make their intent known to the Clerk BEFORE the day of the meeting.
- 18. Chair to reopen meeting**
- 19. Minutes and Matters Arising**
To approve the Minutes of the meeting held on Wednesday 22nd April 2021 as a true and correct record.
- 20. Payments**
Payments to 26th May 2021 are to be considered and decided on. ***Cllrs will receive an email on the morning of the meeting.***
- 21. Bank Reconciliations**
Cllrs to receive the Bank Reconciliations for April 2021.
- 22. Income and Expenditure Report**
Cllrs to receive the detailed income and expenditure reports for April 2021.
- 23. Annual Budget**
Cllrs to receive a copy of the approved annual budget for 2021/2022. ***All Councillors will be sent a paper copy of this***
- 24. End of Year Financial Documentation**
Cllrs to receive the draft end of year financial documentation.





- 25. Code of Conduct**
Cllrs to receive the revised Code of Conduct for the Town Council. If agreed, Cllrs will recommend its approval to June Full Council.
- 26. Administrative Office**
Cllrs to consider the revised proposal for an administrative officer for the Town Council.
- 27. Furloughing of Staff**
Cllrs to discuss the possible courses of actions around the continued furloughing of theatre staff.
- 28. Date of Next meeting**
Wednesday 16th June 2021.

