

STURMINSTER NEWTON TOWN COUNCIL

Council Offices, Old Market Hill, Sturminster Newton DT10 1FH

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The public and press are cordially invited to be present at:

A meeting of the **Finance and Personnel Committee** which will be held on **Thursday 12th July 2018** at the Council Offices, Old Market Hill, Sturminster Newton at **7.15pm** to transact the business set out in the Agenda below.

Emma Lindsay

Emma Lindsay- Town Clerk

6th July 2018

Agenda

No.	Agenda item	Time (est.)
18/132	To receive comments and questions from members of the public	15 mins
18/133	To receive and if agreed approve apologies for absence	3 mins
18/134	To receive declarations of interests and approve written applications for dispensations	1 min
18/135	To approve the minutes of the previous meeting held on 24.05.2018	1 min
18/136	To approve the list of payments checked by Cllrs Jones and Batstone	1 min
18/137	To approve the statement of accounts and bank reconciliation as at 30.06.2018	5 mins
18/138	To approve the budget comparison and statement of reserves at 30.06.2018	10 mins
18/139	To receive reports on routine monthly financial checks from relevant members	5 mins
18/140	To receive a report on the use of Council facilities for hire and agree further actions	10 mins
18/141	To consider a proposal to commission a commemorative mayoral medal and agree further actions	10 mins
18/142	To approve a Record Retention Policy for the Town Council	10 mins
18/143	To receive correspondence and discuss any issues raised	1 min
18/144	To receive information from members and discuss proposals for future business	5 mins
18/145	To decide whether to exclude members of the press and public for confidential matters (pursuant to Public Bodies (Admission to Meetings) Act 1960, Section 1(2))	1 min
18/146	To approve the confidential minute of the previous meeting held on 24.05.2018	5 mins

Town Clerk

Large print version available on request

Draft minutes of this meeting will be made available a few days after it to view at the Council Office between 9.30am and 12.30pm every weekday and on the website at www.sturminsternewton-tc.gov.uk