



# EYE TOWN COUNCIL

**Agenda - Finance and Governance Committee**  
**Friday 3<sup>rd</sup> January 2020, Eye Town Hall @ 1:00 pm**

- 1. Apologies for absence**
- 2. Minutes of previous meeting** (attached)
- 3. Chairs Actions**
- 4. Staffing**
  - 4.1** To receive an update on office line management \*\*\*
- 5. Finance**
  - 5.1** To discuss issues from the budget monitoring report for December 2019 (attached)
- 6. Governance**
  - 6.1** Risk Register 2020
  - 6.2** Eye Town Council – Business Plan
- 7. Documents (to include policies, procedures and protocols)**
  - 7.1** Risk Management Policy
  - 7.2** Training and Development Policy
- 8. Tendering, Contracts and Agreements**
  - 8.1** Grass Cutting and Hanging Basket contracts
- 9. Health and Safety (including risk assessments)**
- 10. Grants and Donations**
  - 10.1** Nothing received at time of drafting agenda.
- 11. Reports and Updates**
- 12. Correspondence and Referrals**
- 13. AOB**
- 14. Date of next meeting – 6<sup>th</sup> February 2020 @ 1:00 pm**

#### **Exclusion of Press and Public**

(LGA 1972, Part 1, Schedule 12A, Section 100A(4)). To consider whether under Section 100A(4) of the Local Government Act 1972, the press and public should be excluded from the meeting on the grounds that the business to be transacted involves the likely disclosure of exempt information as prescribed in Part 1 of Schedule 12A of the Local Government Act 1972 and indicated against each item marked\*\*\*