



# EYE TOWN COUNCIL

## Agenda - Finance and Governance Committee

Thursday 3<sup>rd</sup> May 2018, Eye Town Hall @ 1:00 pm

1. **Apologies for absence**
2. **Minutes of previous meeting** (Attached)
3. **Chairs Actions**
4. **Staffing**
  - To receive an update on office line management \*\*\*
  - Compassionate leave
5. **Finance**
  - To discussion issues from the budget monitoring report for April 2018 (attached)
  - VAT Registration & claims
  - Community Infrastructure Levy Grant Projects
  - Review of the Council's expenditure under S137, Local Government Act (attached)
6. **Governance**
  - Internal Audit Annual Report (attached)
  - Annual Governance Statement 2017/18 (attached)
  - Accounting Statement 2017/18 (attached)
  - Updated Standing Orders (attached)
  - Terms of Reference Review (attached)
  - Committee Membership (attached)
7. **Documents (to include policies, procedures and protocols)**
  - Complaints procedure (attached)
  - Policy on dealing with the Press/Media (attached)
8. **Tendering, Contracts and Agreements**
  - Data Protection Officer contract with Local Council Public Advisory Service (attached)
  - Insurance renewal acceptance. (attached)
9. **Health and Safety (including risk assessments)**
10. **Grants and Donations**

Cancer Campaign in Suffolk (attached)
11. **Reports and Updates**

\*\*\* Victoria Mill Allotments – Appointment of advisor

Town Hall Paintings – Progress on insurance claim.

**12. Correspondence and Referrals** – Nothing at time of draft agenda.

**13. AOB**

**14. Date of next meeting** – 7<sup>th</sup> June 2018 - 13:00

**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\*\*\*