

Agenda

Finance and Governance
Wednesday, February 3, 2016
Eye Town Hall

1. Apologies for absence
2. Minutes of previous meeting
3. Chairs Actions
4. Staffing
 - Staff contracts (QC)
 - Training policy to include councillors (QC)
 - Staff appraisals
 - Pensions
5. Finance
 - Review financial regulations
 - Review council's response to internal and external audit recommendations
 - Awards for All monies
 - Mayor's chain
 - Paying money to ETHIC
 - Town Hall seed money
6. Governance
 - Review standing orders
 - Disciplinary and grievance procedures (QC)
 - Annual Town Meeting
7. Documents (to include policies, procedures and protocols)
 - Review asset register
 - Draft business plan
8. Tendering, Contracts and Agreements
 - Allotment and agricultural tenancy
 - Draft licence agreement for office
9. Health and Safety (including risk assessments)
 - Risk assessment review
 - Issues related to potential new office
10. Grants and Donations
 - Eye Open Gardens
 - CAB
11. Reports and Updates
 - Update on Mid-Suffolk Locality fund
12. Correspondence and Referrals
 - Churchyard
13. AOB
 - Textile banks
 - Mayor Making 2016
 - Event promotion
14. Date of next meeting