



EYE TOWN COUNCIL

Agenda - Finance and Governance Committee
Thursday 5th March 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 February 2020 (attached)
- 6. Governance**
 - 6.1** Asset Register review 2020
 - 6.2** Terms of Reference for the Asset Management Group.
 - 6.3** Internal Control Statement
- 7. Documents (to include policies, procedures and protocols)**
 - 7.1** Risk Management Policy
- 8. Tendering, Contracts and Agreements**
 - 8.1** Grass Cutting and Hanging Basket contracts award
- 9. Health and Safety (including risk assessments)**
- 10. Grants and Donations**
 - 10.1** Nothing received at time of drafting agenda.
- 11. Reports and Updates**
 - 11.1** Report on progress to Public Toilet refurbishment.
 - 11.2** Rule of Eye Community Land Trust. B/fwd from last meeting.
- 12. Correspondence and Referrals**
 - 12.1** None received at time of drafting agenda.
- 13. AOB**
- 14. Date of next meeting – 2nd April 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***