



EYE TOWN COUNCIL

**Agenda – Remote meeting of Finance and Governance Committee
to be held on 7th May at 1:00 pm as a remote meeting using Zoom.**

**Members of the public wishing to attend the meeting please contact the Town Clerk at
townclerk@eyesuffolk.org for further details.**

1. Apologies for absence
2. Members Declarations of Interests and Consideration of Requests for Dispensations
3. Public questions and community announcements

Meeting closes for public participation.

Formal Meeting Agenda as follows: -

4. Minutes of previous meeting (attached)
5. Chairs Actions
6. Staffing
 - 6.1 To receive an update on office line management ***
 - 6.2 Working from home expenses.
7. Finance
 - 7.1 Final budget monitoring report for 2019/20
 - 7.2 Budget monitoring report for April 2020.
 - 7.3 Review of 2020/21 budgets
8. Governance
 - 8.1 Terms of Reference for committees and the current committee membership reports
 - 8.2 Report of the expenditure against the Section 137 budget for 2019/20
 - 8.3 Appointment of Internal Auditor
 - 8.3 Internal Control Statement
 - 8.4 General Power of Competence.
9. Documents (to include policies, procedures and protocols)
 - 9.1 Complaints Procedure
 - 9.2 Freedom of Information – publication scheme
 - 9.3 Data Protection Policy
 - 9.4 Information Protection
 - 9.5 Information Security Incident Policy
 - 9.6 Dealing with Press and Media Policy

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***

10. Tendering, Contracts and Agreements

11. Health and Safety (including risk assessments)

Nothing at time of drafting agenda.

12. Grants and Donations

12.1 Request for donation from Age UK (attached).

13. Reports and Updates

13.1 Report on progress to Public Toilet refurbishment and request for additional funding for enhanced facilities.

14. Correspondence and Referrals

None received at time of drafting agenda.

15. AOB

16. Date of next meeting – 4th June 2020 @ 1:00 pm

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