



EYE TOWN COUNCIL

Agenda - Finance and Governance Committee

Thursday 5th April 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 ***
5. **Finance**
 - To discussion issues from the budget monitoring report @ 31.03.2018
 - VAT Registration
 - Town Hall project budget update
6. **Governance**
 - General Data Protection Regulations – 2018 – Briefing and checklist attached.
 - To consider the appointment of Trevor Brown as the internal auditor for the year 2018/19.
7. **Documents (to include policies, procedures and protocols)**
 - Data Protection Policy
 - Information Security Incident Policy
 - Data Information Policy
8. **Tendering, Contracts and Agreements**
 - None due for review
9. **Health and Safety (including risk assessments)**
 - Fire Risk Assessment of Town Hall including capacity numbers (Cllr Byles)
10. **Grants and Donations** - Nothing at time of draft agenda
11. **Reports and Updates**
 - Churchyard Wall
 - Land at Victoria Mill *** (Paper to be circulated at meeting)
 - Housing Needs Survey
 - Town Hall Break-in and insurance claim
12. **Correspondence and Referrals** – Nothing at time of draft agenda.
13. **AOB**
14. Date of next meeting – 3rd May 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***