



## EYE TOWN COUNCIL

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

**Details for joining the meeting for members of the public are as follows: -**

**Meeting link** -<https://us02web.zoom.us/j/85107670045?pwd=RUc0N3RYa2NFWkNDQndQcUhxd25aZz09>

Meeting ID: 851 0767 0045

Passcode: 725741

To join by phone call either of the numbers below and follow the instructions. You will need the meeting ID and password shown above.

+44 203 481 5240

+44 131 460 1196

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 held on the 3<sup>rd</sup> September (attached)
5. Chairs Actions
  - 5.1 Possible purchase of defibrillator for the town centre.
6. Staffing - To receive an update on office line management \*\*\*
  - 6.1 Town Clerks accrued hours.
7. Finance
  - 7.1 To discussion issues from the budget monitoring report for September 2020 (attached)
  - 7.2 Nomination of additional signatory for Council bank accounts.
  - 7.3 Annual Governance and Accounting Statement – Audit 2019/20
8. Governance
  - 8.1 Casual vacancy
  - 8.2 Nominations for Deputy Mayor
9. Documents (to include policies, procedures, and protocols)

## **9.1 Discipline, Capability and Managing Poor Performance at Work Policy**

### **10. Tendering, Contracts and Agreements**

**10.1** Potential contract for provision of toilet cleaning.

**10.2** Town Hall Maintenance Contract

**11.** Health and Safety (including risk assessments) - None to report

**12.** Grants and Donations – none received at time of drafting agenda.

### **13. Reports and Updates**

**13.1** Any changes required to the Business Plan

**13.2** Skatepark – temporary fencing funding

**13.3** Repairs to Town Hall high-level cornice

**13.4** Councillor Training.

**14.** Correspondence and Referrals

**15.** AOB

**16.** Date of next meeting – November 5<sup>th</sup>, 2020

#### **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\*\*\*