



# EYE TOWN COUNCIL

**Agenda – Meeting of Finance and Governance Committee  
to be held on 5th November 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/84925513700?pwd=LytnVTFSWWJvcGh0MnRnVUNxaFoyUT09>

Meeting ID: 849 2551 3700

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 1<sup>st</sup> October (attached)
5. Chairs Actions
6. Staffing - To receive an update on office line management \*\*\*
  - 6.1 Staff at Christmas.
7. Finance
  - 7.1 To discussion issues from the budget monitoring report for October 2020 (attached)
  - 7.2 Financial Regulations Review 2020
8. Governance
  - 8.1 Interim Internal Audit Report
  - 8.2 Assets of Community Value Report
9. Documents (to include policies, procedures, and protocols)
  - 9.1 Child and Adults at Risk Safeguarding Policy review

**10. Tendering, Contracts and Agreements**

**10.1** Town Maintenance Contract \*\*\*

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

**10.3** Review of Payroll services.

**10.4** Options for Land at Victoria Mill \*\*\*

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

**12. Grants and Donations**

**12.1** Application from Headway

**12.2** Application from SERV

**13. Reports and Updates**

**13.1** Review of Town Council Priorities

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

**13.3** Update on structural stability of town hall clock tower

**13.4** Update on risks to the churchyard wall and latest visual inspection results

**13.5** Anti-Social Behaviour incidents in Eye. SALC Virtual forum on about ASB – 12<sup>th</sup> November

**14. Correspondence and Referrals**

**15. AOB**

**16. Date of next meeting – December 3<sup>rd</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\*\*\*