



## Saxmundham Town Council

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29<sup>th</sup> March 2017

**TO ALL COUNCILLORS ON THE FINANCE COMMITTEE  
YOU ARE HEREBY SUMMONED TO ATTEND A MEETING OF THE FINANCE COMMITTEE ON MONDAY 3<sup>RD</sup>  
APRIL 2017 IN THE WEBSTER ROOM AT 9.30AM.**

SIGNED  (Assistant Town Clerk)

### AGENDA

1. **TO RECEIVE DECLARATIONS OF INTEREST:**
  - To receive amendments to the register
  - To receive declarations of pecuniary interest in respect of items on the agenda
  - To receive declarations of non- pecuniary interest in respect of items on the agenda
  - To consider full/partial dispensations for pecuniary interests declared
2. **TO RECEIVE APOLOGIES FOR AND CONSENT TO ABSENCE:**
3. **TO APPROVE AND SIGN AS A TRUE RECORD THE MINUTES OF 6<sup>TH</sup> MARCH 2017:**
4. **TO AGREE THE EXPENDITURE TO THE END OF MARCH 2017:**
5. **TO DISCUSS AND DECIDE ON THE FOLLOWING:**
  - Payment for utility supplies (energy, telephone, water and any national non-domestic rates) to be paid by variable direct debit (please refer to financial regulation 6.7):
  - Payment for salaries of Saxmundham Town Council staff to be paid by BACS (please refer to financial regulation 6.9):
  - To issue the Town Clerk and the Assistant Town Clerk with a debit card (please see financial regulation 6.18 and 6.19):
6. **TO DISCUSS AND DECIDE ON THE QUOTATION FOR VARIOUS WORKS THAT NEED TO BE UNDERTAKEN BY SAXMUNDHAM TOWN COUNCIL:**
7. **TO RECEIVE AN UPDATE REGARDING THE LONE WORKER ALARM:**
8. **TO DISCUSS THE CHANGES TO VAT ACCOUNTING IN THE SAXMUNDHAM TOWN COUNCIL FINANCIAL SYSTEM:**
9. **TO RECEIVE AN UPDATE TO THE BUDGET SHEET FOR 2016/2017:**
10. **DATE AND TIME OF NEXT MEETING: TO BE CONFIRMED.**

**MEMBERS OF THE PUBLIC WELCOME**