



WOODBIDGE TOWN COUNCIL

Shire Hall Market Hill Woodbridge Suffolk IP12 4LP

Town Clerk: Ms Kate Lacey MBA MCIPD

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Email: townclerk@woodbridge-suffolk.gov.uk



12 June 2019

TO MEMBERS OF THE FINANCE AND STAFFING COMMITTEE

Cllr Bale	Cllr Rawlings
Cllr Evans	Cllr Semmens
Cllr Gillard	Cllr Sylvester
Cllr Holdcroft	Cllr Thompson
Cllr O’Nolan	Cllr Walsh

You are hereby summoned to attend a meeting of the **FINANCE AND STAFFING COMMITTEE** to be held at the **SHIRE HALL, WOODBRIDGE** on **TUESDAY 18 JUNE 2019 at 7.00pm** for the transaction of the following business:

Public Attendance

Members of the public and press are welcome to attend. The public will be invited to give their views/question the Town Council on issues on the agenda, or raise issues for consideration of inclusion at future meetings. This item will be limited to 15 minutes duration.

AGENDA

- 1. APOLOGIES**
To receive apologies for absence
- 2. DECLARATION OF INTEREST**
Members and officers are invited to make any declarations of Disclosable Pecuniary or Local Non-Pecuniary Interests that they may have in relation to items on the Agenda and are also reminded to make any declarations at any stage during the meeting if it becomes apparent that this may be required when a particular item or issue is considered.
- 3. REQUESTS FOR DISPENSATION**
Councillors with a Pecuniary Interest in an item on this Agenda, who wish to remain, speak and/or vote during consideration of that item, may apply for a dispensation in writing to the Town Clerk prior to the meeting. Applications may also be considered at the meeting itself should the nature of the interest become apparent to a Councillor at the time of the meeting.
- 4. PUBLIC QUESTION TIME**
15 minutes maximum
- 5. CONFIRMATION OF COUNCIL MINUTES**
To confirm the minutes of the Finance and Staffing Committee held on Tuesday 21 May 2019
– Copies in the Members area and the public area of the website.
- 6. TOWN CLERK’S REPORT**
Verbal Report by Town Clerk

7. **WHISSTOCKS GENERAL MATTERS**

The Town Clerk to Report

8. **TO RECEIVE AND CONSIDER A QUOTATION FROM BOWER FULLER IN REGARDS TO THE INSTALLATION OF THE FIRE ALARM SYSTEM IN THE WOODBRIDGE ART CLUB**

Copies uploaded to Members' area and public area of the website.

9. **TO DISCUSS A MAXIMUM LIMIT FOR PRO-FORMA INVOICES REFERENCING THE FINANCIAL REGULATIONS 2019**

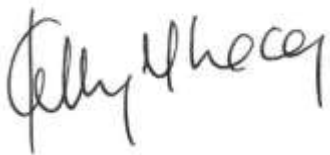
Town Clerk to report

10. **CHAIRMANS REPORT**

Verbal report by the Chairman

11. **CLOSURE**

To close proceedings and confirm the date of the next meeting scheduled for Tuesday 23 July 2019 at 7 pm



Kate Lacey MBA MCIPD
Town Clerk
