



WOODBIDGE TOWN COUNCIL

Shire Hall Market Hill Woodbridge Suffolk IP12 4LP
Town Clerk: Ms Kate Lacey MBA MCIPD
Tel: 01394 383599
Email: townclerk@woodbridge-suffolk.gov.uk



17 JULY 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 23 JULY 2019 at 7.00pm** for the transaction of the following business:

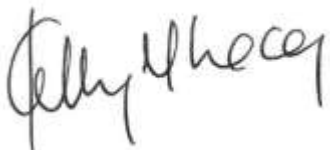
Public Attendance

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 at Item 4. This item will be limited to 3 minutes per speaker and a total of 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 18 June 2019
– Copies in the Members area and the public area of the website.

6. **TOWN CLERK'S REPORT**
Verbal Report by Town Clerk
7. **TO RECEIVE UPDATE ON WHISSTOCKS**
8. **TO RECEIVE AND CONSIDER STATEMENT OF RENTAL CHARGES FOR 2019/20**
Copies uploaded to Members' area and public area of the website.
9. **TO RECEIVE QUARTERLEY INCOME AND EXPENDITURE REPORT**
Copies uploaded to Members' area and public area of the website.
10. **TO RECEIVE FIRST QUARTER INTERNAL AUDIT REPORT AND INTERNAL AUDIT ACTION PLAN 2019/20**
Copies to be uploaded to Members' area and public area of the website.
11. **TO REAPPROVE ARRANGEMENTS FOR PAYMENT USING BACS/CHAPS**
Section 6.9 of the Financial Regulations 2019 uploaded to the Members' area and public area of the website.
12. **TO RECEIVE AND DISCUSS PURCHASING LARGE SCREEN TELEVISION AND ASSOCIATED EQUIPMENT TO ALLOW FLEXIBILITY OF USE IN THE COUNCIL CHAMBER**
Report and quotations uploaded to Members' area and public area of website.
13. **TO RECEIVE AND DISCUSS REQUEST TO UPGRADE COMPUTER SYSTEM USED BY WOODBRIDGE TOWN COUNCIL**
Report and Quotations uploaded to Members' area and public area of the website.
14. **UPDATE ON REQUEST TO MELTON PARISH COUNCIL TO CO-FUND ZEBRA CROSSING ON BURKITT ROAD**
Report to Melton Parish Council uploaded to Members' area and public area of website.
15. **CLOSURE**
To close proceedings and confirm the date of the next meeting scheduled for Tuesday 17 September 2019 at 7 pm.



Kate Lacey MBA MCIPD
Town Clerk
