

# **SUDBURY TOWN COUNCIL**

You are **summoned** to a meeting of the FINANCE COMMITTEE to be held in the MAYOR'S PARLOUR, TOWN HALL on TUESDAY 6<sup>th</sup> November 2018 at 6.30pm to transact the following business.

## **AGENDA**

1. Substitutes and Apologies – Any member attending as an approved substitute to report giving his/her name and the name of the member being substituted and receive apologies for absence.
2. Declarations of Interest.
3. Declarations of Gifts and Hospitality.
4. Requests for Dispensation. (These must be received in writing prior to the meeting).
5. To confirm the minutes of the meeting held on Tuesday 2<sup>nd</sup> October 2018 (copies were circulated and adopted at the October Council meeting).
6. To discuss quotes for tree work at the rear of St Peter's church (copies herewith).
7. To discuss a quote for Christmas lunch for OAP on 13/12/2018 (copy herewith).
8. To discuss cash float request for Christmas fair (copy herewith).
9. To review internal control conduct document for PE ended 30<sup>th</sup> September 2018 (copy herewith).
10. To discuss External Audit report for FY ended 31<sup>st</sup> March 2018 (copy herewith).
11. To discuss an invoice from PKF Little John LLP for external audit (copy herewith).
12. Bank payments approval (copies herewith).
13. To review income and expenditure reports (copies herewith).
14. Update from RFO on financial matters.

Mrs O Holtom RFO

30<sup>th</sup> October 2018

**To:** Mr N Bennett (Chairman),

Councillors Mrs S Ayres, Mrs S Page, Mrs J Antill, Mr J Owen, Mr L Cresswell, Mr S Hall and Mr S Barrett.  
Agenda copied to remaining Councillors for information.