

Chairman: Cllr Jim Devlin

6th September 2018

Dear Councillor,

You are summoned to attend a meeting of the **FINANCE AND GENERAL PURPOSES COMMITTEE** to be held in **The Coach House, Crown Yard on Thursday 13th September 2018** commencing at **7pm** when the undermentioned business is proposed to be transacted.

Yours faithfully,

Deborah Tonkiss
Town Clerk

Chairman: Cllr A Adshead
Vice-Chairman: Cllr J Devlin
Councillors: J Clark, M Dear, M Moore, C Roberts, M Roessler, G Talbot,
A Talboys, F Tomlin, J Tutton

AGENDA

- 1. Apologies for absence**
- 2. Members to declare an interest with regard to items on the Agenda**
- 3. Public participation session with respect to items on the agenda and other matters that are of mutual interest**

Members of the public to be invited to speak on any matters contained within the agenda and which are of mutual interest.

- 4. Minutes of the Previous Meeting held on Thursday 19th July 2018**

To receive and consider the minutes of the meeting held on 19th July 2018.

(copy previously circulated)

- 5. Financial Report**

(a) Income and Expenditure by Committee 1st April - 6th September 2018

(copy herewith)

(b) Payments 13th July to 6th September 2018

(copy herewith)

(c) Bank Account Balances @ 6.9.18

(copy herewith)

6. Grant/Donation Requests

To consider a donation request from Essex & Herts Air Ambulance. Members are reminded that in both 2016 and 2017 the Town Council donated £100.00.
(see attached letter)

7. Youth Town Council

(a) To receive and consider the minutes of the meeting held on 4th September 2018
(to be circulated when received)

8. Chantry Way Centre

Members to receive and consider the following documents:

a) Methodology, Results and Analysis document from the Public Consultation prepared by Cllr Adshead
(copy herewith)

b) Initial estimate of Chantry Way Centre fit out
(copy herewith)

9. Items for Information

(a) Members are reminded that the Child Safeguarding Training is on 25th September 2018 at 9.30am and will take place in the Coach House.

10. Consideration of Material for Press Release/Social Media

11. Questions from the Press and Public

The Public and Press are cordially invited to be present