

Wem Town Council

Wem-Birthplace of the Modern Sweet Pea

Town Clerk and Treasurer:
Mrs. P. E. O'Hagan

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To Members of the Finance & Corporate Governance Committee

Dear Councillor

I write to inform you a meeting of this Committee has been arranged to take place on **Tuesday 15th January 2019 at 14.00 in the Eckford Suite, Edinburgh House, Wem.**

Yours sincerely

A handwritten signature in blue ink that reads "P. O'Hagan" followed by a horizontal line.

Town Clerk
7.1.19

AGENDA

- 1 **Apologies** - to receive any apologies and reasons for absence
- 2 **Disclosable Pecuniary Interests**
 - a) Declaration of any disclosable pecuniary interest in a matter to be discussed at the meeting and which is not included in the register of interests.
 - b) To consider any applications for dispensation.
- 3 **Committee Minutes** - to approve as a correct record the minutes of a meeting of the Finance & Corporate Governance Committee held on 9th October 2018 (copy enclosed).
- 4 **Progress Report** – to note (copy enclosed).
- 5 **2018-19 Accounts**
 - a) **3rd quarter budget report and balance sheet** - for consideration (copy enclosed).
 - b) **Internal Audit Plan, Statement of Internal Controls** – for review (copy enclosed).
 - c) **Internal auditor** - to appoint.

- 6 Risk assessment** – for update on generic risk assessments for 2019-20 (copies enclosed).
- 7 2019-20 Budget** – to consider Administration Budget and Cllr Expenses Budget for 2019-20 (draft enclosed).
- 8 Councillor Training** - to consider quote for Be A Better Councillor Training course and if necessary, agree date for training.
- 9 Staff Review Working Party** – to receive a report from meeting held 10.1.19.
- 10 Date and time of next meeting** – to note.
- 11 Exclusion of Public and Press**
To resolve that as publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted, the public and press be excluded from the meeting in accordance with Section 1 of the Public Bodies (Admission to Meetings) Act 1960.
 - a) Staff appraisals** – to receive report
 - b) Staffing Budget for 2019-20** – to consider confidential report and make recommendations for 2019-20 staffing budget (copy enclosed).