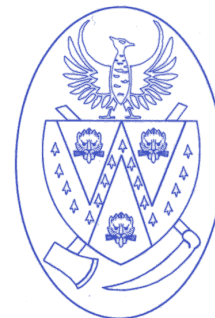


Wem Town Council

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 **Thursday 4th January 2018 at 14.00 in the Eckford Suite, Edinburgh House, Wem.**

Yours sincerely

A handwritten signature in black ink that reads "P. O'Hagan".

Town Clerk
20.12.17

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 10th October 2017 (copy enclosed).
- 4 **Finance**
 - a) Budget Report to 20.12.17 – for consideration. (Copy enclosed)
- 5 **Health and Safety**
 - a) Risk Assessment– for update.
- 6 **Policy Review**
 - a) Staffing Handbook– to consider comments received from Shropshire council HR
 - b) Staffing Policies – to consider comments received from Shropshire council HR

c) Officer and Councillor protocols – to consider adoption of

7 Data Protection Changes – for update

8 2018/19 Budget – In advance of the Town Council meeting on 16.1.17 to discuss 2018-19 budget (draft report enclosed).

9 Date and time of next meeting – to note.

10 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) To review staff salaries (report enclosed).