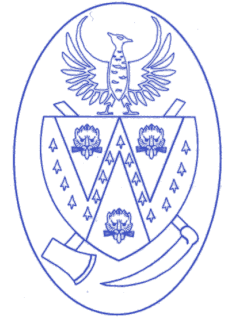


Wem Town Council

Wem-Birthplace of the Modern Sweet Pea

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

Wem Town Council Offices
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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 19th July 2022 at 14.00 in The Roden Suite, Edinburgh House, Wem.**

Yours sincerely

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

Town Clerk
12.7.22

AGENDA

- 1 **Election of chairman** – to elect a committee chairman for the year 2022-23.
- 2 **Apologies** - to receive any apologies and reasons for absence.
- 3 **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.
- 4 **Committee Minutes** - to approve as a correct record the minutes of a meeting of the Finance & Corporate Governance Committee held on 17.5.22 (copy enclosed).
- 5 **Progress Report** – to note (copy enclosed).
- 6 **Accounts**
 - a) **2022-23 first quarter budget report** - for review (copies enclosed).

b) Bank Accounts – to consider transfer of funds from Current Account to interest paying accounts.

c) Charge Card – to consider signing up for a Unity Trust Corporate Charge Card to enable payments via the internet as per internal auditor's recommendations.

7 Reserves Strategy– to review.

8 Health and safety

a) To consider updated action plan

b) To review risk assessments

c) To review lone worker procedures

9 Staff Training

Clerks Iosh Managing Safely Qualification - to consider updating.

10 Date and time of next meeting – to note

11 Exclusion of press and public

To resolve: That in accordance with s1(2) Public Bodies (Admission of Meetings) Act 1960, members of the public and press be excluded from the remainder of the meeting on the grounds that the following items to be considered involves the likely disclosure of confidential information.

Town Clerks additional hours – for discussion.