

# Costessey Town Council



Hilary Elias, Town Clerk Tel: 01603 742958 e: [info@costesseytc.org](mailto:info@costesseytc.org) @Costesseytc 19 June 2020

**NOTICE - an ONLINE Meeting of the Finance, Budgets & Staffing Committee of Costessey Town Council will be held on Friday 26 June 2020 at 10.30am**

On-line: <https://zoom.us/>

One tap mobile: **02034815240,,5258448551#,,,0#,,152933#** OR  
**02034815240,,5258448551#,,,0#,,152933#**

Landline: 02034 815237; 02034 815240; 02080 806592; 03300 885830; 01314 601196;

Meeting ID: 525 844 8551 Password: 152933

The Waiting Room will open at around 10.15am

Members of the public are most welcome to attend until and unless the committee deals with confidential business. Please contact the Clerk by Thursday 25 June on [info@costesseytc.org](mailto:info@costesseytc.org) if you wish to join this meeting or if you wish to raise a question. This is because you are muted for the duration of the meeting, and if you wish to ask a question you will need to do this via the chat room which is monitored by officers. We cannot guarantee members of the public will have the opportunity to speak. The meeting will be recorded, and might also be recorded by other members of the public and live streamed via other platforms. Please be aware that whatever your device settings are will determine your identity in the Zoom screen gallery. You do not have to present your name, so please amend on Zoom as necessary.

Costessey TC Privacy and Policy: <https://www.costessey.org.uk/policies-and-gdpr.html>

**The Town Council reserves the right to remove you from the meeting or switch off your audio / video. Members of the Public will be removed to the waiting room for confidential items**

## AGENDA

To transact the business below, to receive the following reports and to make such orders or give such directions as necessary

- 1 To elect a Committee Chair
- 2 To accept apologies for absence
- 3 To receive declarations of Interest (pecuniary, non-pecuniary & sensitive)
- 4 To confirm and sign the minutes of the previous FB&S meeting on 16 June 2020
- 5 To receive updates on the previous minutes (No resolutions may be passed)
- 6 To consider the Year End March 2020 accounts (AGAR must be approved by full Council)
- 7 To consider the Internal Auditor's Final Report for 2019-20
- 8 To agree which financial documents should be presented to full Council meetings
- 9 To consider financial forecasts
- 10 To consider the accounts & budget report for April 2020
- 11 To consider the accounts & budget report for May 2020
- 12 To receive a general update on Finance, Budget or Staffing matters (No resolutions may be passed)
- 13 To confirm the date of the next FB&S Meeting as Thursday 9 July 2020 at 10.30am

**Committee Members:** CTC Chairman & Vice-Chairman & Cllrs G Blundell, G Dole, J Flowerdew, S Hannant, G Jones, P O'Connor