



THETFORD TOWN COUNCIL

TOWN CLERK: Tina Cunnell BSc (Hons)

Council Offices
King's House
Thetford
Norfolk
IP24 2AP

Tel: 01842 754247

13th June 2018

FINANCE COMMITTEE

A meeting of this Committee will take place in the Council Chamber, King's House Thetford, on Tuesday 19th June 2018, starting at 6.00 p.m.

Town Clerk

AGENDA

- 101/18 **DECLARATIONS OF ANY DISCLOSABLE PECUNIARY INTERESTS**
To receive any additional interest not already registered.
- 102/18 **APOLOGIES FOR ABSENCE**
To receive.
- 103/18 **MINUTES**
To confirm as the minutes of the committee meeting held on the 22nd May 2018, received by Full Council on the 29th May 2018, as a true record and be signed/initialled by the Chairman.
- 104/18 **FINANCIAL REPORTS FOR MONTH ONE AND TWO**
To receive and approve the financial report and the schedule of payments contained therein.
- 105/18 **INTERNAL AUDIT REPORT**
To receive and consider responses and recommend to Full Council
- 106/18 **ANNUAL RETURN**
To recommend to Full Council
- 107/18 **INSURANCE REVIEW**
To discuss.
- 108/18 **CONTRACTS UPDATE**
To note contracts out to tender, their value, progress, financial source and payments pending.

- 109/18 REVIEW OF DEBTORS AND POTENTIAL WRITE OFF ACTION
To review the debtors list and consider any required action.
- 110/18 CORRESPONDENCE
To be noted and considered.
- 111/18 ITEMS OF URGENT BUSINESS
To table urgent business or information at the discretion of the Town Clerk. Any item is to be on an urgent operational matter.
- 112/18 COMMUNITY ENGAGEMENT
To discuss and agree any consultation or media release required.
- 113/18 EXCLUSION OF PRESS AND PUBLIC
To consider resolving that, pursuant to the Public Bodies (Admission to Meetings) Act 1960, the press and public be excluded for any remaining items of business on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be discussed.
- 114/18 GUILDHALL BOOKING SYSTEM
To receive a report from the Deputy Town Clerk