



TOWN CLERK – MS LOUISE BAREHAM
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21 September 2020

**TO: ALL MEMBERS OF FAVERSHAM TOWN COUNCIL'S
POLICY & FINANCE COMMITTEE**

The Mayor, Cllr A Reynolds	Cllr K Barker	Cllr A Hook
Cllr D Knights	Cllr T Martin	Cllr J Saunders
	Cllr B J Martin	Cllr J Irwin

Dear Committee Member

YOU ARE HEREBY SUMMONED TO ATTEND a meeting of Faversham Town Council's Policy and Finance Committee to take place at 7pm on Monday 28 September when the following business will be transacted.

Yours sincerely

Louise Bareham

Louise Bareham PSLCC
Town Clerk

AGENDA

1.	Apologies for Absence To receive apologies for absence
2.	Declarations of Interest To receive any declarations of interest for items listed on the Agenda
3.	Minutes of the Previous Meeting and Matters Arising To receive the Minutes and consider any matters arising
4.	Supporting the Renewal of the Town Offer To receive an update report and recommendations
5.	Review of Annual Action Plan and Budget To review WIP Action Plan against Budget and First Quarter Expenditure and Committee spend

6.	Community Grants To consider whether to re-open grants to the community
7.	End of Year Process and Audit To consider the Town Clerk's report and recommendations
8.	Abuse on Social Media Policy To consider the Town Clerk's report and recommendations
9.	Schedule of Hire Charges To consider the draft schedule of hire charges for 12 Market Place and The Guildhall
10.	Fire Pump To agree to defer consideration of the Fire Pump to the Heritage Working Group
11.	Any Other Business For items not listed elsewhere
	Private Session. To Resolve that under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and broadcast media be excluded from the meeting during the consideration of the following items of business as publicity would be prejudicial to the public interest because of the commercially sensitive nature of the business to be transacted.
12.	Town Council Website To receive a report and quotations on the renewal/update of the Town Council website to ensure it meets the Website Accessibility Regulations and make recommendations to Full Council. To agree the interim Website Accessibility Statement
13.	The Guildhall To accept a quotation for the installation of fire doors to The Guildhall To accept a quotation for the fixing of sash windows to The Guildhall
14.	12 Market Place To accept a quotation for the installation of heating to 12 Market Place (front exhibition room and kitchen area), as decided at the Annual Finance Meeting Budget 2021/22.
	Date of Next Meeting 26 th October, 7pm

Link to live meeting

https://teams.microsoft.com/l/meetup-join/19%3ameeting_YTVINzgzNzAtOWExNy00YWYwLWEwYTUtNGNhMGVhMTNjZmJm%40thread.v2/0?context=%7b%22Tid%22%3a%22be2f0b74-03c5-48bc-a9bd-530536a602db%22%2c%22Oid%22%3a%22d4c2a962-5615-4574-8053-f04fd2f76ec2%22%2c%22IsBroadcastMeeting%22%3atrue%7d