

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

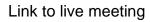
Louise Bareham

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
0.	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
12.	
	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
	10 agree the interim Website Accessionity 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 <sup>th</sup> October, 7pm
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