



# Newmarket

TOWN COUNCIL

## Membership from May 2018

Cllr A Drummond -Chairman  
Cllr J Lay – Deputy Mayor  
Cllr P Winter - Chairman Community Services  
Cllr J Morrey-Chairman D&P  
Cllr R Nobbs - Chairman Leisure Services  
Cllr R Hood - Mayor

**The Memorial Hall, High Street, Newmarket, Suffolk CB8 8JP**

You are hereby summoned to attend a meeting of the

**FINANCE & POLICY COMMITTEE** to be held at

**Memorial Hall, High Street, NEWMARKET** on

**Monday 18<sup>th</sup> March 2019 at 7.15pm**

*This meeting may be brought forward to*

*immediately follow the preceding meeting*

The meeting is held in public and the public are encouraged to attend and participate. Just occasionally matters such as contractual or staffing matters do have to be held in the confidential part of the meeting.

Members of the public and press may not orally report or comment about a meeting as it takes place if present at a meeting of the Council, but otherwise may:

- film, photograph or make an audio recording of the meeting;
- use any other means for enabling persons not present to see or hear proceedings at a meeting as it takes place or later;
- report or comment on the proceedings in writing, during or after a meeting or orally after the meeting.

The Council will where possible facilitate such recording unless it is being disruptive. It will also take steps to ensure that children, the vulnerable and members of the public who object to being filmed are protected without undermining the broader purpose of the meeting

## AGENDA

1. Chairman to read fire safety notice and announce that proceedings may be filmed or recorded.
2. APOLOGIES FOR ABSENCE
3. DECLARATION OF MEMBERS' INTERESTS & to remind Councillors of the need to keep up to date their Register of Members' Interests and to consider any requests received for Members' Dispensation.
4. MINUTES - To receive and confirm for accuracy the Minutes of the Meeting held on 18<sup>th</sup> February 2019 and any matters arising.
5. PUBLIC PARTICIPATION 'An invitation to members of the public to put questions/statements of not more than 3 minutes duration. Resolutions may only be made on items on the agenda, but Councillors are very happy for matters relating to the Town to be brought to their attention.
6. SUBMISSION OF SCHEDULES OF PAYMENTS FOR INFORMATION – to review cashbooks for the previous month
7. FINANCE - To confirm that the Bank Statement balances & related bank reconciliations have been signed by the Chair of the Finance & Policy Committee
8. POLICIES – To review the Communications, Marketing and Protocol on Publicity policies.
9. FINANCE - To receive the income and expenditure for the previous month
10. FINANCE - PayPal/credit card
11. CHARITABLE FUND – To receive a report
12. HEALTH AND SAFETY – To receive an update on H and S issues
13. HEALTH AND SAFETY – Monthly Review – to be tabled at meeting
14. CORRESPONDENCE (no recommendations/resolutions can be made)
15. Date of next meeting **Monday 15<sup>th</sup> April 2019**
16. To note items for consideration at the next meeting

Signed

Roberta Bennett, Town Council Manager, 12<sup>TH</sup> March 2019

**To: Chairman and Members of F&P Committee Other Council Members, the press and public**