



# BUNGAY TOWN COUNCIL AGENDA

## Legal & Finance Committee



A meeting will be held on **Thursday 11<sup>th</sup> October 2018 at 7.30 pm** at the Riverside Centre, The Staithe, Bungay.  
All members of the Legal & Finance Committee are hereby summoned to attend the meeting to transact the following business;

### AGENDA

1. **Apologies for Absence:** To receive any apologies for absence.
2. **Declaration of Interest & Requests for Dispensations:** Councillors to declare any Pecuniary or Non-Pecuniary Interests. Notwithstanding this item, Members may subsequently declare an interest at any point in the meeting.
3. **Terms of Reference:** To adopt the Terms of Reference for the Legal & Finance Committee (previously circulated)
4. **Terms of Reference:** To adopt the Terms of Reference for the HR & Employment Sub-committee (previously circulated)
5. **Minutes of the Previous meeting:** To receive the minutes of the Finance & General Purposes meeting 13<sup>th</sup> September.
6. **Public Forum**  
Members of the public are invited to give their views on issues on this agenda, or raise issues for future consideration, at the discretion of the Chairman, for no more than 15 minutes. Members of the public may not take part in the Committee meeting itself.
7. **Committee updates:** To receive an update from the following Committees:
  - a. Communications
  - b. Grounds, Premises & Amenities
  - c. Environment & Planning
  - d. Highways & Transport
8. **Finance:**
  - a. To receive an update from the RFO on the budget/actual performance for 2017 – 18
  - b. To authorise payments as per prepared report.
9. **Policies:**
  - a. To review and adopt the Donations Policy – previously circulated
  - b. To agree a timetable to review the new version of Standing Orders which incorporates the GDPR requirements
  - c. To note the GDPR information audit 3<sup>rd</sup>/4<sup>th</sup> December.
10. **LCAS Awards.** Update on the progress with the Local Council Awards Scheme.
11. **AOB** – At the Chairman’s discretion – no decisions can be made.
12. **Motion under the Public Bodies (admission to meetings) Act 1960 to exclude the public and press for discussions regarding personnel matters where publicity might be prejudicial to the special nature of the business.**

4/10/18

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