

There will be a meeting of the **FINANCE & ADMINISTRATION** Committee in the Council Chamber, 1 Moorland Parade, Moorland Way, Upton on **THURSDAY 6 JUNE 2019** and will commence at **7.00 pm**.

Signed: Mrs K Cane  
Town Clerk  
29 May 2019

**Democratic Session** - With permission and at the discretion of the Chairman any member of the public may comment on an issue being debated by the Council in order to provide information or clarification of items relevant to the matter being debated. This facility will normally be limited to a maximum of only three minutes per person on the subject being debated. This will take place at 7.45pm and will last for a maximum of 15 minutes.

## **A G E N D A**

1. Declarations of interest and apologies for absence.
2. To appoint a Vice-Chairman of Finance and Administration.
3. Correspondence. None
4. Clerks Report.
5. To receive report from each committee Chairman on recent activities and future aspirations in their area of responsibility.
6. To discuss Staffing.
7. To consider options for repair of town clock and to approve funding for the repair.
8. To discuss short, medium and long term objectives for this committee.
9. To receive financial summary of accounts.
10. Items of Report and Matters for future Agendas.

