

Sawbridgeworth Town Council



Sayesbury Manor, Bell Street, Sawbridgeworth
Hertfordshire CM21 9AN
Tel: 01279 724537

MAYOR
Cllr Annelise Furnace

e-mail: info@sawbridgeworth-tc.gov.uk
web: www.sawbridgeworth-tc.gov.uk

Interim TOWN CLERK
Joanne Sargant CILCA

To: Cllrs Alder, E Buckmaster, R Buckmaster, Furnace and Royle
(Cllr Rattey *ex officio*)

FINANCE AND POLICY COMMITTEE

You are invited to a meeting of this committee of the Council which will take place on **Monday 12 April 2021, at 7.30pm**, by remote access through Zoom, for the transaction of the following business.

Members of the public and Press are cordially invited to attend.
Zoom link is attached below.

Interim Town Clerk
07 April 2021

Agenda

- F20/30 APOLOGIES FOR ABSENCE**
To receive any apologies for absence
- F20/31 DECLARATIONS OF INTEREST**
To receive any Declarations of Interest by Members
- F20/32 MINUTES**
To approve as a correct record the minutes of the Finance and Policy Committee held on 11 January 2021 (F03) *[attached]*
[📄] [👏]
To attend to any matters arising from those Minutes and not dealt with elsewhere on this Agenda.
- F20/33 STAFF MATTERS**
To consider any matters relating to members of staff,
[👏]
• To confirm contractual reinstatement of hours from 16.5 to 22 hours per week for Mrs Laura Carter
- F20/34 FINANCE MATTERS**
To consider any matters relating to the finances of the Council.
• Year-end arrangements
○ To note the appointment of former clerk Richard Bowran to attend Rialtas and RFO to close accounts for 2020/21 on 27 April 2021.
○ To note the attendance of Chris Clark as Internal Auditor on 17th and 18th
○ Bank Mandates and Signatories review. Paperwork complete and submitted adding RFO, Lisa Dale.

F20/35 BULLFIELDS ALLOTMENT CLEARANCE WORK EXPENDITURE
[📄][👉]
To approve expenditure for the clearance of Bullfields Allotment to release new plots in summer 2021.

F20/36 POLICY MATTERS
To consider any matters relating to policies for the future development of Town Council services to the community, requested as items for this agenda.

- Investment Strategy Report. Not yet received. Current status at year end 31 March 2021 is £100k with CCLA Deposit Fund and £50k with Lloyds Treasury Fund.
- Communications Policy. Not yet received for consideration.

F20/37 ITEMS FOR FUTURE AGENDAS
To consider items for inclusion in future agendas

Zoom Meeting:

<https://us02web.zoom.us/j/83521970925?pwd=T3Z3clVTYzMrZFJoQWp3aktBcTVLQT09>

Meeting ID: 835 2197 0925
Passcode: 373618