

**Agenda for the Finance and Strategic Planning Committee Meeting held on Thursday 12<sup>th</sup> September in The Cell, The Old Court House, Bridge Street at 7.00pm**

**1. Apologies:**

To receive and accept apologies for absence

**Present:**

**In attendance:**

Mrs E Coe (Town Clerk/RFO)

**2. Declarations of Interest:**

**3. Minutes of previous meeting:**

To approve the minutes of the previous meeting as an accurate record

**4. Public Comment:**

**5. Financial Matters:**

- **Alpha Finance Report of Income and Expenditure to date:**
- **Bank balances and bank reconciliations to date:**
- **End of Year 2018/2019 Report:**
- **CIL:**
- **Annual review of Direct Debits**

**6. Annual review of Town Council policies:**

All current Policies and Documents

New Policy addressing Vexatious Complaints

New Policy Training and Development

New Policy Communications Strategy

**7. Correspondence:**

**1/9 E-On Energy**

Letter from E-On Energy regarding renewal of fixed Business Plan and Contract which expires on 24<sup>th</sup> September

**2/9 HOUR Community**

Letter from HOUR Community requesting £42,000 of Local CIL to support a Mental Wellbeing Worker and Dementia Support Worker.

**3/9 Saxtead Parish Council**

Letter requesting that Framlingham Town Council consider taking on the project initiated by Saxtead Parish Council to extend the footpath along the B1119 as the area falls within the boundaries of Framlingham and it feels that the project is too large for it to carry out and Framlingham Town Council might have experience in overcoming the problems involved and have ideas on how to progress this matter along with local CIL funding to support it

**8. Future of Town Council Office:**

Report on meetings held with Suffolk Libraries IPS and owners of Old Con Club

**9. Action Plan:**

Updates

Identified CIL projects put forward by Committees:

**10. St Michaels Rooms:**

Update

**11. Procedure to initiate new projects – Cllr Wraight**

To consider Project List

**12. Strategic Planning/Communication Forum for Councillors – Thursday 24<sup>th</sup> October at 7pm**

Items for Agenda (Agenda item for all Committee meetings in September)

**13. Matters of report or items for next agenda:**

- **VAT:**

To report on meeting held with Consultants on 3<sup>rd</sup> September

- **Annual review of Risk Assessments:**

Town Council Office and Internal Control

Financial Management

Credit Card

Lone Worker

- Annual Staff Appraisals
- Grant Applications

**14. Date of next meeting:**

Thursday 10<sup>th</sup> October 2019 at 7.00pm